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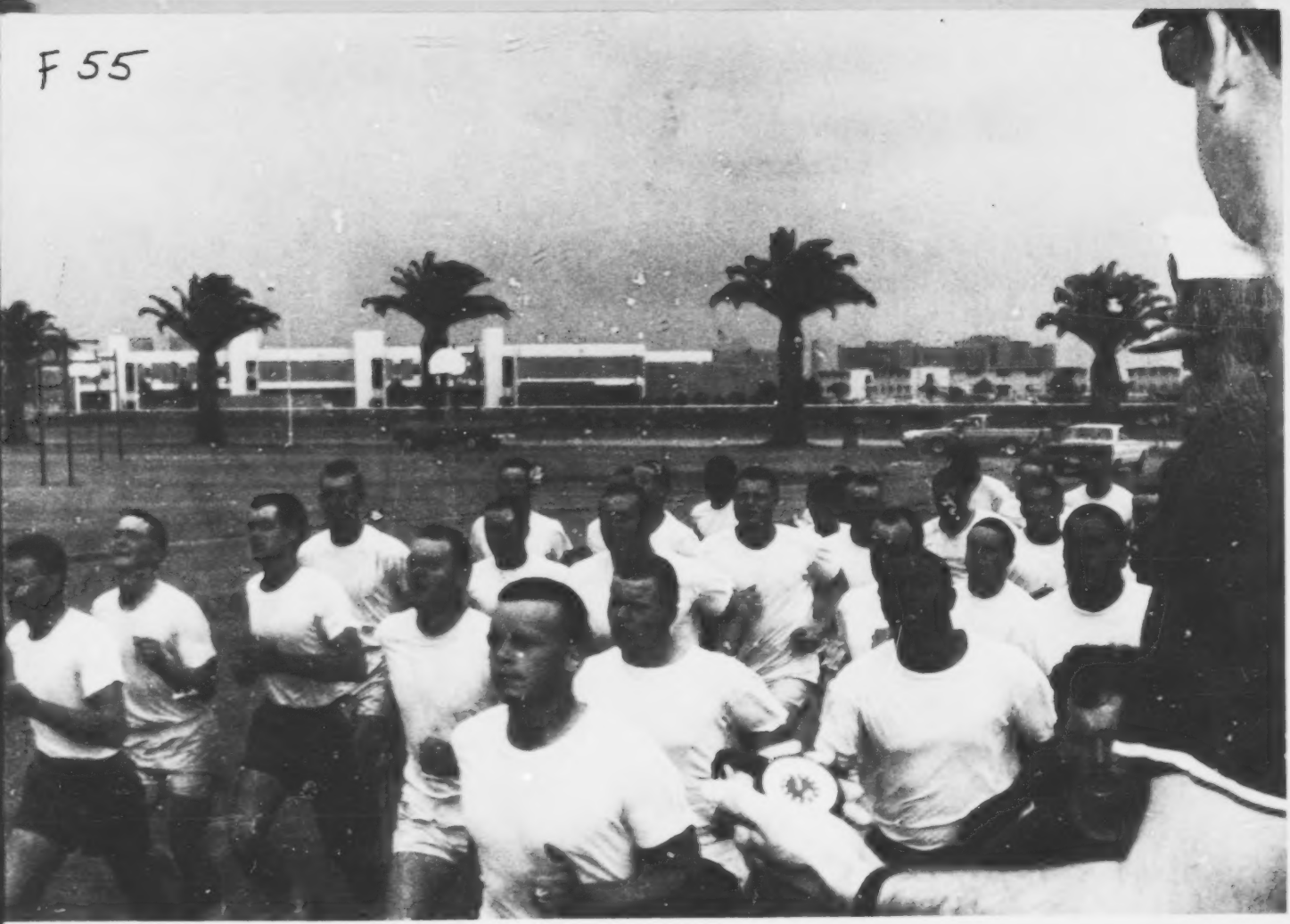

Command Fitness Coordinator Orientation Manual

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COMMAND FITNESS COORDINATOR ORIENTATION MANUAL

Health and Physical Readiness Branch
Naval Military Personnel Command
Washington, D.C. 20370-5605

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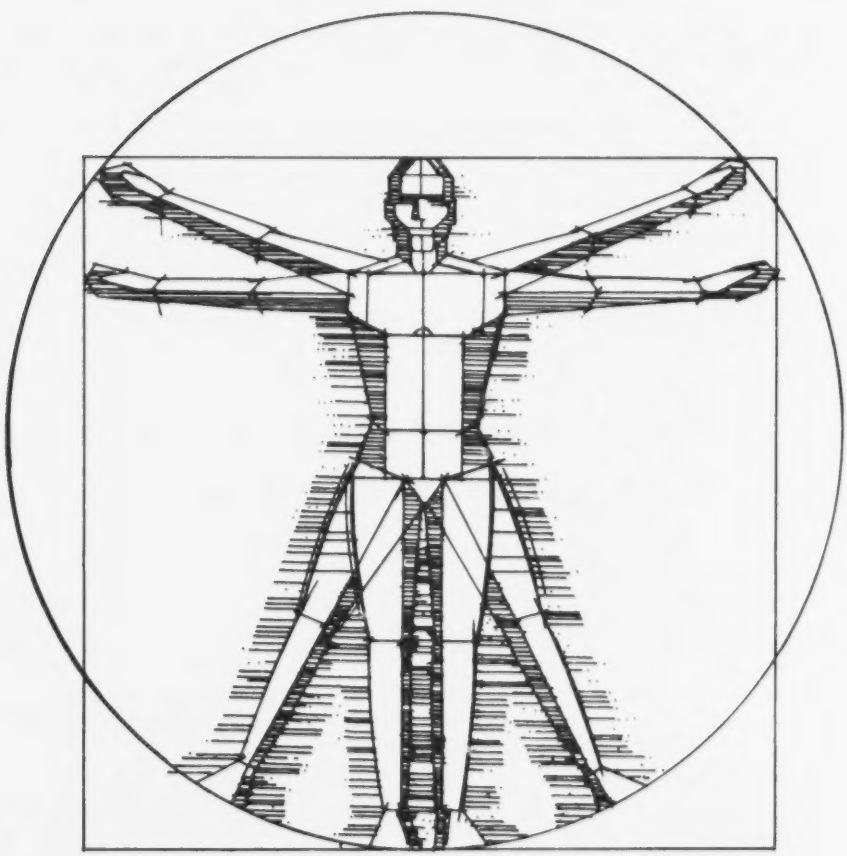
SECTION ONE

INTRODUCTION



COMMAND FITNESS COORDINATOR ORIENTATION MANUAL

This Command Fitness Coordinator (CFC) Orientation Manual was developed to assist you establish a safe and effective command Physical Readiness Program. This manual defines your role and responsibilities as a CFC and shows you how to effectively use available resources to successfully implement your program. It also provides a comprehensive review of Physical Readiness Program administrative policies. Finally, an overview of Physical Readiness Test (PRT) and body composition assessment procedures are provided. Following the guidance contained in this manual will assist you to carry out your duties as a CFC and promote a healthier and more fit Navy.

ROLE OF THE COMMAND FITNESS COORDINATOR

As a CFC you are the Commanding Officer's advisor on all health and physical readiness matters. This is a position of considerable responsibility and authority. The body fat measurements you take and the PRTs you conduct affect the careers of Navy members.

A CFC needs to demonstrate strong leadership skills. You need to be assertive when conducting the PRT and make sure all members perform the tests correctly. Remember you have your Commanding Officer and OPNAVINST 6110.1D to back you up.

You also need to be knowledgeable about health and physical fitness. You are the command's physical fitness "expert". Members of your command will turn to you if they want to get in shape or are seeking information.

Finally, you need to be a good role model and lead an active, healthy lifestyle. No one will listen to you if you do not practice what you preach!

COMMAND FITNESS COORDINATOR REQUIREMENTS

The following are requirements to become a CFC:

- E-5 or above
- CPR certified
- Meet PRT standards
- Not overfat or obese
- Non-tobacco user
- Encouraged to obtain American College of Sports Medicine (ACSM) Exercise Leader Certification

The E-5 or above requirement was established to attract members with proven leadership skills. A CFC needs to be not only a leader but a role model. That is why CFCs must meet PRT/percent body fat standards and not be tobacco users. The requirement to be Cardiopulmonary Resuscitation (CPR) certified is for safety purposes. ACSM certification ensures that CFCs understand the basic principles of exercise science and can apply them.

AMERICAN COLLEGE OF SPORTS MEDICINE CERTIFICATION

All CFCs and their assistants are strongly encouraged to become certified by ACSM as Exercise Leaders. This certification ensures that CFCs have a basic knowledge of:

- Injury Prevention
- Physical Conditioning Program Design
- PRT and Body Fat Assessment
- Risk Factor Identification
- Exercise in Extreme Environments
- Nutrition and Weight/Fat Control
- Basic Anatomy and Physiology of the Heart and Musculoskeletal System

CFC EXERCISE LEADER HANDBOOK

CFCs who want to become ACSM certified have two options. The first option is to obtain a copy of the CFC Exercise Leader Handbook (S/N 0500-LP-321-7600) from NAVPUBFORMCEN, 5801 Tabor Avenue, Philadelphia, PA 19120-5099. This is a self-paced, self-study course. To become certified you must first read and complete all of the questions contained in the handbook. Then send the exam application form located in the back of the handbook to our office. You will receive the ACSM exam in about two weeks. You must designate a proctor to conduct the exam. If you pass the exam, you will receive an Exercise Leader certificate from ACSM. If you fail the exam, you will not become certified but this will not affect your status as a CFC. Re-testing is not authorized.

MORALE, WELFARE AND RECREATION SEMINARS

A second method of obtaining ACSM certification is to attend a two-day Morale Welfare and Recreation (MWR) certification seminar. In order to attend a seminar the following steps must be completed:

1) Contact any of the MWR facilities listed below. The MWR staff will provide you with a copy of the CFC Exercise Leader Handbook and relevant information including seminar date and testing site.

2) Complete the exam application located in the back of the CFC Exercise Leader Handbook and return it to the MWR facility. This will officially register you for the seminar. **You cannot attend the seminar and take the exam without registering.**

3) Complete the CFC Exercise Leader Handbook. **It is important that you realize that this is a review and not a training seminar. If you do not thoroughly read the handbook before attending the seminar your chances of passing the exam are greatly reduced.**

LOCATIONS	DATES	POC PHONE #
Naval Station San Diego, CA	FEB 20-22 APR 24-26 JUL 17-19 OCT 23-25	Chris Carpenter (A) 526-7444
Naval Training Center San Diego, CA	JAN 14-15 APR 08-09 JUL 08-09 OCT 07-08	Kim Warner (A) 524-0720
Naval Amphibious Base Coronado, CA	FEB 20-21 MAY 15-16 AUG 14-15 NOV 20-21	Russell Spencer (A) 55[illegible]-3065
Naval Shipyard Mare Island, CA	FEB 12-13 JUN 04-05 SEP 10-11	DSCS(SW) Woodruff (A) 253-7353
Naval Subase New London, CN	TBA	Tom Hinsch (A) 291-4904
Naval Air Station Guantanamo Bay, CU	TBA	Maria Hoeving (A) 564-4063
NAS Cecil Field Jacksonville, FL	FEB 28-MAR 01 AUG 01-02	Charles Lechner (A) 860-5478
Naval Subase Kings Bay, GA	JAN 21-22 APR 22-23 AUG 26-27	Stephanie Baribeau (A) 860-2485
Naval Air Station Patuxent River, MD	JAN 24-25 MAR 28-29 MAY 23-24 JUL 25-26 SEP 19-20 NOV 14-15	Pat O'Dell (A) 356-3468

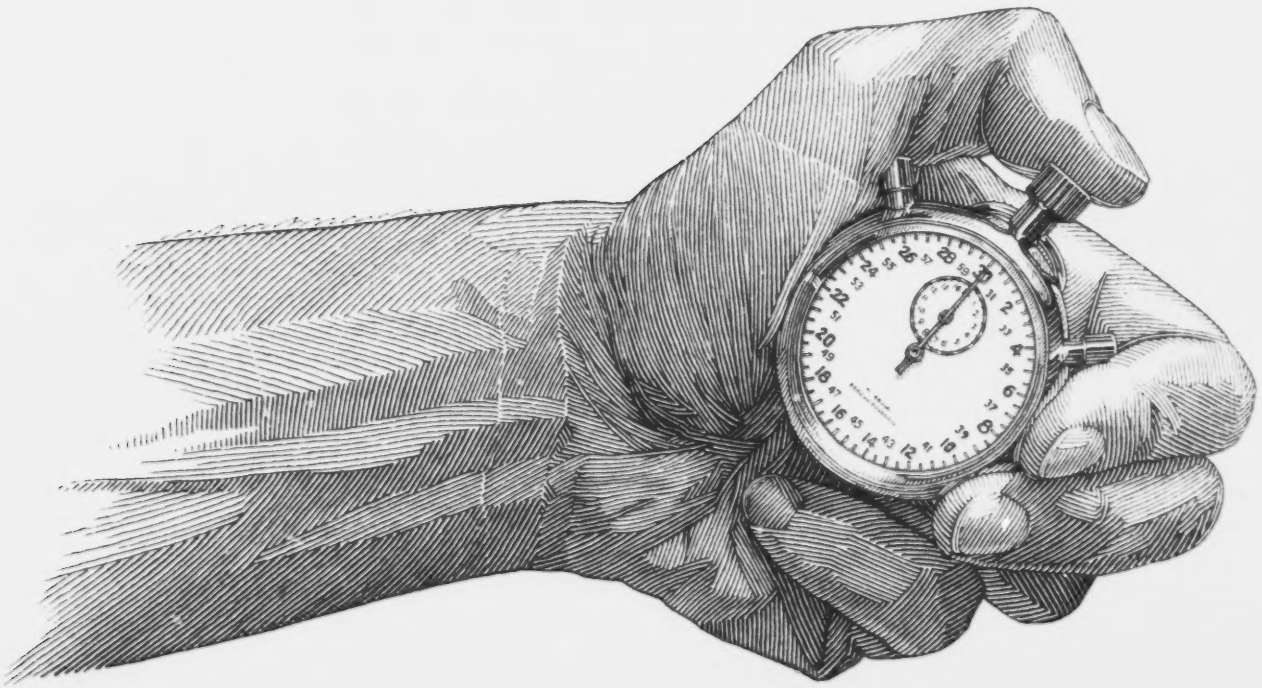
Naval Air Station Fallon, NV	MAR 07-08 OCT 03-04	Bob Pratt (A) 830-2549
Naval Station Charleston, SC	FEB 20-21 APR 24-25 JUN 26-27 AUG 28-29 OCT 23-24 DEC 11-12	Bob Mendenhall (A) 563-6154
Naval Station Norfolk, VA	JAN 22-23 MAR 26-27 JUL 01-02 OCT 29-30	Debra LaPrevotte (A) 564-2276
NAB Littlecreek Norfolk, VA	TBA	Sam Jensen (A) 864-4821
NAS Whidbey Island Oak Harbor, WA	MAR 11-12 JUN 10-11 SEP 23-24	Janet Bissell (A) 820-2485

ACSM certification represents a significant value to you the CFC. In the civilian sector the cost of taking the Exercise Leader examination is approximately $150.00. In addition, the cost of attending a seminar to prepare for the exam is approximately $450.00. The Navy offers this certification to you at no charge.

Any other commands desiring to host ACSM seminars for CFCs in their area should contact LCDR Ed Marcinik (A) 224-5742 or (C) 703-614-5742.

SECTION TWO

RESPONSIBILITIES OF THE COMMAND FITNESS COORDINATOR



1. CONDUCT THE SEMI-ANNUAL PRT

Your primary responsibility as a CFC is to conduct the PRT on a semi-annual basis. You must designate two official PRTs each fiscal year. These official PRTs must be conducted no less than 4 months apart. All administrative actions are based on these two official PRTs. The Risk Factor Screening/PRT Results form only needs to be completed 10-12 weeks before the two official PRTs. Do not test individuals who have reported to the command and have not been given the 10-12 week advance notification before the PRT. These members should have Not Observed (NOB) entered into officer fitness reports or enlisted evaluations.

2. ASSESS BODY COMPOSITION

The percent body fat of all members must be assessed twice each fiscal year. This assessment must be completed 10-12 weeks before the official PRT. **The CFC's percent body fat assessment serves as the official measurement for administrative purposes (not the measurement taken by the medical department).**

BODY FAT DETERMINATION PROBLEMS

In certain cases a member's height may exceed the height chart listed in OPNAVINST 6110.1D for determining percent body fat. Please contact the Physical Fitness Program Officer (NMPC-601E) to obtain percent body fat values for these members.

Be aware that the PRT and the percent body fat assessment are two separate components of physical readiness testing. Members who have obtained a medical waiver from the PRT are not exempt from meeting percent body fat standards. Members who are diagnosed as obese are not allowed to take the PRT but are not considered as PRT failures.

3. MAINTAIN THE COMMAND PRT SUMMARY REPORT

You are required to submit a copy of your command's PRT results to NMPC-601 by 30 September of each fiscal year. If you test in the Fall and Spring like most commands, send your Spring results to us immediately. **Don't wait until the 30 September deadline!** Only the results of the most recent official PRT are required. Submit results (copy to chain of command) on the Command Physical Readiness Test Summary form (S/N 0107-LF-061-1006). This form is stocked at NAVPUBFORMCEN, 5801 Tabor Avenue, Philadelphia, PA 19120-5099. Do not send computer generated reports (i.e., PRT software). They are not authorized. Send reports to:

Commander, Naval Military Personnel Command
NMPC-601
Health and Physical Readiness Branch
Washington, DC 20370-5605

PHYSICAL READINESS PROGRAM SOFTWARE PACKAGE

Most of the questions received regarding problems with the software package are the result of operator error. **Please refer to your operators manual or consult with your local computer specialist or another CFC before calling the HAPR office.** The software package print out does not substitute for information that needs to be completed on the Risk Factor Screening Form (e.g., PRT results).

The most recent update to the software program was in July, 1989. To obtain a copy of the Physical Readiness Program Software Package, commands must send a formatted blank 5 1/4 inch floppy disk, **a return postage paid self-addressed disk mailer**, command name, address, phone number, and point of contact to:

Commander, Naval Military Personnel Command
NMPC-601
Health and Physical Readiness Branch
Washington, DC 20370-5605

4. DESIGN AND IMPLEMENT THE COMMAND DIRECTED PHYSICAL CONDITIONING PROGRAM

Several HAPR publications are available to assist you to implement a safe and effective command directed physical conditioning program.

- NAVY PHYSICAL CONDITIONING GUIDE (S/N 0500-LP-317-6200)

This guide provides basic information concerning proper exercises and procedures for developing and maintaining aerobic fitness, muscular strength, muscular endurance and flexibility. Progressive training schedules for a variety of aerobic (i.e., running, walking, swimming and cycling) and strength development programs (i.e., free-weights and multi-station weight equipment) are outlined. Special programs for members failing body composition or PRT standards are also provided. Guides are stocked at the NAVPUBFORMCEN, 5801 Tabor Ave, Philadelphia, PA 19120-5099.

- NAVY NUTRITION AND WEIGHT CONTROL GUIDE (S/N 0500-LP-317-3800)

This guide provides guidance to CFCs in setting up an effective weight control program for members not meeting percent body fat standards. The guide also assists CFCs in providing nutritional information to all command members. Handbooks may be ordered from NAVPUBFORMCEN, 5801 Tabor Avenue, Philadelphia, PA 19120-5099.

5. ADVISE THE COMMAND ON ALL PHYSICAL READINESS PROGRAM MATTERS

The CFC needs to keep abreast of all Physical Readiness Program policies. Make sure you thoroughly read and understand the Physical Readiness Program Instruction (6110.1D) and the information contained in this manual.

6. REPORT PRT RELATED INJURIES TO COMMAND SAFETY OFFICER

It is important to report any injuries occurring during the PRT to your command safety officer. Your reports provide feedback on the overall safety of the program.

7. DISTRIBUTE HEALTH AND FITNESS MATERIALS TO COMMAND MEMBERS

8. MAINTAIN HEALTH AND FITNESS EDUCATIONAL MATERIALS

An important part of your job as a CFC is to increase health and fitness awareness at your command. Section 3 of this manual lists sources of information CFCs can use to perform this important function.

9. MAINTAIN MEMBER'S RISK FACTOR SCREENING/PRT RESULTS FORM

The Risk Factor Screening/PRT Results Form must be completed 10-12 weeks before the official PRT. It must be taken by the member to an AMDR at the time of the periodic physical examination. Only OPNAV form 6110/2 is authorized. An AMDR is a Medical Officer, Nurse Practitioner, Physician's Assistant or Independent Duty Corpsmen. Only an AMDR is authorized to:

1) Diagnose obesity/remove the diagnosis of obesity.
2) Grant medical waivers/release a member from a waiver.
3) Provide clearance to participate in the PRT and command directed physical conditioning program.

If an AMDR is not available, members requiring medical clearance must be examined by an AMDR at the nearest ship or shore facility before taking the PRT. The following is an overview of the Risk Factor Screening/PRT Results Form:

SECTION A: (CURRENT PHYSICAL EXAMINATION). This section is to be completed by the AMDR only at the time of the periodic physical exam.

Section A should be left blank if the member's physical examination is current. The CFC only needs to verify that the member's physical examination is current.

SECTION B: (RISK FACTOR QUESTIONNAIRE). This section is to be completed by the member. Members responding "Yes" to any question must be sent to the AMDR to be cleared to participate in the PRT and the command directed physical conditioning program.

SECTION C: (BODY COMPOSITION). This section is to be completed by the CFC. **This is the official percent body fat measurement and not the measurement taken by the medical department.**

SECTION D: (MEDICAL REFERRAL). This section is to be completed by the CFC. **This section lists circumstances that require an individual to be referred to an AMDR.**

SECTION E: (MEDICAL EVALUATION). This section is completed by the AMDR. The diagnosis of obesity is based on the clinical judgement of the AMDR not solely on the CFC's percent body fat assessment. The AMDR also takes into consideration the member's family history, activity level, metabolic or endocrine abnormalities, risk factors associated with obesity, etc.

It is possible to be $\geq$ 26% body fat (male) or $\geq$ 36% body fat (female) and not be diagnosed as obese. A male enlisted member measured at 28% body fat and not diagnosed obese by the AMDR would be considered overfat and allowed to participate in the PRT. If he passed the PRT his coded entry in block 20 of the enlisted evaluation would be P/28. An explanation should be given in the narrative section of the evaluation stating that although he measured 28% body fat, he was not diagnosed obese and passed the PRT.

Member's diagnosed as obese are not allowed to participate in the PRT but may participate in the command directed physical conditioning program if cleared by the AMDR.

SECTION F: (PHYSICAL READINESS RESULTS). This section is signed by the member and the CFC to ensure accuracy. This section serves to document the member's official PRT results.

SECTION G: (COMMAND DIRECTED PHYSICAL CONDITIONING PROGRAM). This section is completed by the CFC. Members not meeting PRT or percent body fat standards must remain on the command directed program until the next official PRT.

You should make a copy of the Risk Factor Screening/PRT Results Form before each member transfers. This will enable you to keep an accurate record of the member's PRT and percent body fat results in case the form is lost or if the receiving command questions the member's PRT/percent body fat results. Make sure the Risk Factor Screening/PRT Results Form is forwarded to the Personnel Support Activity Detachment when the member transfers.

10. INSTRUCT ASSISTANTS TO CONDUCT THE PRT

You must have one assistant for every 25 members being tested. Make sure your assistants are properly trained. Strongly encourage them to attend the 2-day ACSM certification seminar conducted at MWR facilities.

IG INSPECTION

The IG Inspection Team evaluates how well the Physical Readiness Program is implemented at Navy commands. Use the IG Inspection Checklist (APPENDIX A) to prepare for your command's next IG inspection.

SECTION THREE

ESTABLISHING AN EFFECTIVE COMMAND PROGRAM

COMMAND LEADERSHIP BRIEF

Strong top leadership support is critical in establishing an effective command Physical Readiness Program. The CFC needs to brief the Commanding Officer, Executive Officer and Command Master Chief on the Physical Readiness Program. Use OPNAVINST 6110.1D and this manual to conduct this brief. You also need to discuss several policy issues with the leadership of the command. Issues of importance include:

1. Proposed PRT and percent body fat assessment schedule
2. Frequency of testing (quarterly vs semi-annual)
3. Command directed physical conditioning program (Content and implementation)
4. Exercise during normal working hours
5. Physical readiness awards
6. CFC position (Collateral vs full-time duty)
7. GMT videotape schedule
8. Command Health Fair

MOTIVATING YOUR COMMAND

Getting your command actively involved with the HAPR program is achieved through strong leadership, education and incentives. These strategies encourage individuals to initiate, continue and succeed in making positive lifestyle changes. The following materials can be used to improve health promotion awareness at your command.

HAPR PUBLICATION LIST

You can use material contained in the HAPR publications list (APPENDIX B) to educate members on each of the HAPR programs. The "Forge the Future" campaign kit contains posters, pamphlets, stickers and informative brochures.

GMT VIDEOTAPES

The GMT videotape series (APPENDIX C) is an excellent source of health promotion information that are available from Navy libraries.

PLAN OF THE DAY NOTES

The Plan of the Day Notes contained in Appendix D are easy to read pieces of information on important health promotion issues.

HEALTHY LIFESTYLES

This newsletter, published by the HAPR program, was developed to keep CFCs up to date on current policy changes, initiatives and activities. It is distributed semi-annually to all Navy commands.

HEALTH FAIRS

All commands are encouraged to sponsor or participate in health fairs. Fairs should be designed to provide Navy members, DON civilian personnel, dependents and retirees with information on fitness, nutrition/weight control, smoking cessation, stress management and high blood pressure identification and control. The Health Fair Resource Guide (S/N 0500-LP-323-4600) is designed to assist CFCs:

- Set up health fairs
- Obtain educational and other resource materials
- Secure the services of Navy and civilian health resources

AWARDS AND INCENTIVES

You can use Certificates of Achievement (APPENDIX E) and Letters of Commendation (APPENDIX F) to reward members who have scored outstanding on the PRT, significantly improved their PRT scores or who have decreased their percent body fat content. Other ways of recognizing personal excellence include:

- Award ceremonies
- Atta boy's in the Plan of the Day
- Special perks (e.g., special liberty, parking spaces)
- T-shirts, plaques with "Forge the Future" logo

COMMAND SPONSORED ACTIVITIES

Recreational activities are a great way to boost command morale and get members active. Competition between departments adds to the fun. Examples of activities you can organize include:

- Team sports

- 5K/10K races
- PRT competition

MEDICAL DEPARTMENT SUPPORT

The medical department plays an important role in support of the Physical Readiness Program. Physical examinations, medical waivers, diagnosis of obesity and clearance to participate in the PRT are conducted by the AMDR. Contact the hospital dietitian to obtain nutritional counselling for overfat or obese members. All medical treatment facilities are required to provide smoking cessation programs for members who want to quit smoking. Assistance is also available through the American Cancer Society and American Lung Association. The Navy also provides stress management programs through Medical Treatment Facilities, Family Service Centers and Counselling and Assistance Centers.

MWR DEPARTMENT SUPPORT

Contact your local MWR department to make arrangements to use facilities to conduct the PRT and remedial training. Certain MWR facilities also conduct 2-day ACSM certification seminars (See Section 1 for a listing).

SECTION FOUR

ADMINISTRATIVE POLICIES AND ACTIONS

MEDICAL WAIVERS

Medical waivers may be granted only by an AMDR. Only an AMDR can release a member from a medical waiver. Members can be waived from the entire PRT or only a portion of the PRT. Medical waivers do not reflect failure. Members waived from a portion of the PRT are scored pass/fail for the PRT events they have completed. Permanent medical waivers from the PRT are not authorized. **A medical waiver from the PRT does not exempt a member from meeting percent body fat standards (this includes members who are in a limited duty status).**

MEDICAL BOARDS

Members waived from any portion of the PRT for three consecutive PRTs may be referred to a medical board. This referral is based on the judgement of the Commanding Officer and the recommendation of the medical specialist. **Members referred to a medical board and found fit for full duty must continue to obtain medical waivers for the PRT.**

LIMITED DUTY

Members in a limited duty status are not exempt from meeting percent body fat standards. **Overfat or obese members in a limited duty status must participate in a command directed physical conditioning program if cleared to do so by an AMDR.**

PREGNANCY

The percent body fat assessment is waived from the time of the diagnosis of pregnancy and for six months following delivery. Members exempted for pregnancy may take up to six months following delivery to take an official PRT. In the case of a miscarriage, the date of percent body fat and PRT assessment should be based on the judgement of the AMDR.

CONDUCTING THE PRT AT TEMPORARY DUTY STATIONS

Members should participate in the PRT if the TEMDU/TAD or ACDUTRA period is greater than 20 weeks. If the TEMDU/TAD or ACDUTRA period is less than 20 weeks, the PRT should be conducted provided the Risk Factor Screening/PRT Results Form is completed 10-12 weeks before testing. Members not tested must have Not Observed (NOB) entered on the Enlisted Evaluation or Officer Fitness Report Form.

OVERFAT/OBESE HISTORY

Members medically diagnosed obese on two consecutive PRTs and then measured overfat (the diagnosis of obesity is removed on the third PRT) are considered overfat for the third consecutive PRT.

PCS TRANSFER OF OBESE PERSONNEL

Obese members are not normally allowed to PCS transfer or receive TEMDUINS orders. Waivers are granted under special circumstances (e.g., member is in a critical rating) on a case-by-case basis. Permission to PCS transfer an obese member must be obtained from the member's detailer and NMPC-243.

If a command receives a medically diagnosed obese individual who has not received permission to transfer, the receiving command should submit a message to NMPC-243 (info to transferring command) reporting non-compliance with the provisions of OPNAVINST 6110.1D.

CRITERIA: COMMAND DIRECTED PHYSICAL CONDITIONING PROGRAM

Members meeting the following criteria must be placed on the Command Directed Physical Conditioning Program.

- PRT failure
- Body fat > 22% male
  > 30% female
- Medically diagnosed obese and cleared to participate by an AMDR

CRITERIA: NON-RESIDENTIAL REHABILITATION AT CAAC

- Overfat
- Medically diagnosed obese
- Documentation of six months participation in the command directed physical conditioning program
- No eating disorder
- Desire to participate
- Recommendation of Commanding Officer

CRITERIA: NON-RESIDENTIAL REHABILITATION AT ARC

- E-5 or above
- No previous participation in ARC program in Navy career
- At least one year remaining on active duty from the start of the program

- Recommended by Commanding Officer

- Evaluation marks of 3.6 or above (except military bearing) for two years

- Documentation of six months participation in a command directed physical conditioning program

- Medically diagnosed obese

- No eating disorder

- Desire to participate

CRITERIA: RESIDENTIAL REHABILITATION AT ARC

- Meet all criteria for participation in non-residential rehabilitation program

- No CAAC program in local area

- Operational commitments do not permit attendance

Waivers for the E-5 requirement at the residential obesity rehabilitation program may be granted. To obtain a waiver, contact the ARC first and request admission paperwork and bed status. If the backlog at the ARC is less than 30 days contact the Nutrition/Weight Control Program Officer (NMPC-601C) for final authorization.

NOTE: It is erroneous to conclude that the 6 week residential program at the ARC is the primary solution to obesity. This treatment is not a cure all! Most members will still be obese when they report back to the command after this 6 week program. Successful weight loss is totally dependent upon the long term commitment demonstrated by the member.

AFTERCARE/REHABILITATIVE FAILURE

Members completing an obesity rehabilitation program must remain on the command directed physical conditioning program until standards are achieved. The CAAC/ARC will send an aftercare plan to the CFC for the member to follow. The CFC must monitor these individuals for a period of one year. Members are considered as rehabilitative failures if they:

- fail to show consistent and significant progress during the 12 month aftercare period. Progress is defined as a weight loss of one to two pounds per week or approximately 1 percent body fat every two weeks.

- fail to move from the obese to the overfat category during the 12 month aftercare period.

- enter the obese category after the 12 month aftercare period.

TESTING OF MEMBERS AGE 50 AND OLDER

Per NAVOP 064/90 (APPENDIX G), the PRT is optional for members age 50 and older. **The requirement to meet percent body fat standards remains for all personnel regardless of age.** The coded entry in block 20 (enlisted evaluation) and block 73 (officer fitness report) is E/percent body fat for members age 50 and older not taking the PRT. Example: E/20. Members age 50 and older opting to take the PRT should be scored like everyone else.

We strongly encourage members age 50 and older to participate in regular aerobic exercise and other lifestyle behaviors related to good health.

ADMINISTRATIVE ACTIONS

Members not meeting PRT or percent body fat standards are subject to administrative actions outlined in Table 1 of OPNAVINST 6110.1D. Administrative actions must be based on the results of the official PRT.

PAGE 13 ENTRY

A page 13 must to be entered into the service record of enlisted members each time they do not meet standards on an official PRT or body fat assessment. Examples of appropriate page 13 entries are provided in APPENDIX H.

COMMANDING OFFICER WRITTEN NOTIFICATION

For officers failing to meet standards, a Commanding Officer written notification must be initiated.

MESSAGE NOTIFICATION TO NMPC

A message must be sent to NMPC-243 (enlisted), NMPC-82 (officers), info NMPC-4 (for both officer and enlisted) for members medically diagnosed obese or those failing the PRT three consecutive times. For tracking purposes, a message must be sent for each subsequent official measurement. NMPC will advise you of what specific action to take. **Follow the example in Appendix I when preparing your message.**

REPORTING OF PRT/PERCENT BODY FAT RESULTS

Per NAVOP 009/90 (APPENDIX G), the most recent performance on the official PRT and body fat assessment is entered in block 20 of the enlisted evaluation and block 73 of the officer fitness report. Additionally, members who achieve an overall score of

outstanding must have this fact noted in the narrative section of the FITREP/EVAL. Use NAVMILPERSCOMINST 1611.1 (Report on the Fitness of Officers) and NAVMILPERSCOMINST 1616.1A (Navy Enlisted Performance Evaluation Manual) for additional guidance.

SECTION FIVE

HAPR POSITION STATEMENTS

TOP LEADERSHIP SUPPORT OF THE HAPR PROGRAM

"The success of the Health and Physical Readiness Program depends on top leadership support through personal participation. Programs administered behind a desk achieve limited success. The most effective programs are where COs, XOs and Command Master Chiefs regularly participate in exercise activities with subordinates. The Navy has an obligation to take care of its people. It is our responsibility to take the lead to make the Navy an example of excellence in health." - Former CNO Admiral Trost.

EXERCISE DURING THE NORMAL WORK DAY

Being physically fit is a condition of employment. Commanding Officers should assist members in every way possible to attain and maintain a high level of physical fitness. We strongly encourage Commanding Officers to allow members to exercise a minimum of three times per week during the work day. The time for exercise can be worked into the early morning schedule or during lunch at most commands.

EQUAL ENFORCEMENT OF PRT AND PERCENT BODY FAT STANDARDS

Many junior enlisted and officer personnel believe that there is uneven application of the Navy's PRT standards. There is evidence to support their belief. Even after factoring in active-duty officer/enlisted ratios, enlisted personnel still receive 6 to 8 times as many administrative actions for failure to meet PRT or body fat standards.

Compliance with the reporting requirements of OPNAVINST 6110.1D and early identification, referral and rehabilitation of all members with fitness and/or body fat problems is the only solution to this problem.

Commanding Officers must ensure that all members under age 50 participate in the PRT twice each fiscal year. All members regardless of age must meet percent body fat standards. PRT and percent body fat results must be entered in block 20 (enlisted evaluation) and block 73 (officer fitness report).

NAVY PRT AWARD/RIBBON

It is the Secretary of the Navy's position that recognition of physical fitness should be a command level responsibility. Commanding officers have a number of incentives at their disposal to recognize physical fitness excellence such as letters of commendation, special liberty and command patches. Outstanding performance in the PRT should be reflected in the officer fitness report or enlisted evaluation.

The success of the Health and Physical Readiness Program is not measured by the top PRT performers but by improved cardiovascular condition, decreased body fat and cholesterol levels and reduced incidence of hypertension throughout the Navy.

Examples of physical readiness awards and letters of commendation are found in Appendices E and F, respectively.

COMMAND FITNESS COORDINATOR (COLLATERAL VERSUS FULL-TIME DUTY)

It has become very apparent in recent years that the Command Fitness Coordinator's job has become more than just another collateral duty. Many CFCs have reported that they do not have sufficient time to carry out all of their assigned duties. To do the job right often requires that the CFC be in a full time position. A number of commands have recognized this problem and have designated one or more members to work in a full-time capacity. We strongly support the full-time CFC concept and recommend that, at the very least, this job be assigned to CFCs as their only collateral duty.

PHYSICAL READINESS OF THE NAVY

Comparison of results from Navy-wide PRT results for the past three years indicate that the Navy's emphasis on health and physical readiness is paying off. Statistics show a steady improvement in fitness as shown by more commands complying with reporting requirements, more members taking and passing the PRT and declining percentages of waivers for injuries and obesity.

BASIS FOR PRT STANDARDS

The Health and Physical Readiness Program is the product of extensive research, careful deliberation and ongoing refinement. Standards are based on the PRT scores of a large sample of Navy men and women. To establish standards, the PRT scores of the men and women were first divided into separate age groups. Then four cut-off points were set for each age group to reflect outstanding, excellent, good and satisfactory levels of fitness. Basing standards on the actual test scores of Navy members is the most fair and accurate method of establishing fitness standards.

FREQUENCY OF TESTING (SEMI-ANNUAL VERSUS QUARTERLY)

Commanding Officers must ensure that the physical readiness of members is tested twice each fiscal year, no less than four months apart. A significant number of commands are testing members on a quarterly vice semi-annual basis. We strongly support this initiative; however commands must ensure that two of

these tests are "official" for reporting purposes. More frequent testing ensures members are leading more active and healthy lifestyles, which is the primary objective of the HAPR program.

SAFETY OF THE PRT

It is estimated that over 30 percent of Americans over 45 have some form of heart disease. Individuals who have heart disease and who do not exercise have a two to six times greater chance of dying from this disease than those who exercise regularly.

Since September 1986 approximately 3.6 million PRTs have been conducted (2 PRTs/yr x 4 yrs x 450,000 participants). During this time period, there were 6 deaths associated with the PRT. It should be noted that during this same time span, over 250 Navy members have died from heart disease related to a poor lifestyle.

RATIONALE FOR THE CURL-UP TEST

Research shows that lack of trunk strength is associated with an increased risk of back injuries. The curl-up was selected as the most feasible means of identifying individuals who have weak back or abdominal musculature. The bent knee curl-up procedure was selected because it places significantly less stress on the lower back than the straight legged sit-up.

The Institute of Aerobics Research has reported no injuries using a bent knee curl-up (with feet held) after administration to 50,000 test subjects. Should a member have a bad back he/she can obtain a medical waiver from participation in the curl-up test.

Additional rationale for use of the curl-up test is as follows:

- It is the most effective non-equipment measure of abdominal muscular endurance that can be easily administered in the field.

- Data from the Naval Health Research Center (NHRC) shows the curl-up test to be the best predictor of emergency shipboard task performance among the PRT items.

- It provides for standardization in procedure and scoring to ensure consistent performance among Navy personnel.

FULL-BODY PUSH-UPS FOR WOMEN

Women are required to do full-body push-ups because all Navy members are performing or must be capable of performing tasks that require a minimal level of upper body strength and

endurance. Eighty percent of physically demanding shipboard tasks and all emergency tasks such as fire fighting, damage control and mass evacuations require upper body strength and endurance. The full-body push-up is the most recognized, reliable and inexpensive field test to measure these parameters.

The Army has required all of its members to perform full-body push-ups since 1981. Since that time the Army has raised its full-body push-up standards for women.

Navy medical and nationally known fitness research groups, such as the Institute of Aerobics Research at Cooper's Clinic and the National Institute of Fitness, state that there is no medical evidence that precludes females from performing full-body push-ups.

NAVY PERCENT BODY FAT STANDARDS

In June of 1981, the Department of Defense (DOD) issued a new directive updating DOD policy governing physical fitness and weight control for the services. One of the changes in this directive was a change from height/weight to body weight contributed by fat (so called "percent body fat") as the basis for implementing weight control policy.

There are several reasons for measuring percent body fat rather than using height/weight tables. The body is composed of fat and lean (muscle) tissue. Percent body fat is expressed as a percentage of the total body weight. Obesity is an excess of body fat frequently resulting in a significant impairment of health. Obesity (excess body fat) is clearly associated with high blood pressure, diabetes, and heart disease as described by the National Institutes of Health Conference on Obesity. Fat is clearly the culprit, not total body weight. Overweight is the condition in which a member's weight exceeds the average weight-for-height table based on insurance industry standards. Although height/weight tables are still used to assess the extent of "overweightness" based on age and body size, these tables often do not provide accurate information on the amount of fat on the body. It is possible to be overweight and not be overfat, i.e. wrestlers and bodybuilders.

The Navy's scientifically based circumference (tape measure) method accurately measures an individual's percent body fat. The Naval Health Research Center, San Diego, has conducted extensive research using actual Navy service members to define the existing body fat equations. The tables were incorporated into OPNAVINST 6110.1C of August 1986. The circumference method (tape measure) uses the neck, abdomen, and height measurements to determine percent body fat for males. The Navy's tape measure method has a .90 correlation with underwater weighing, which is more accurate than the DOD requirement of a .85 correlation. The Army and Marine Corps have also conducted similar body composition studies and have adopted percent body fat standards using circumference measurements based on this research.

The circumference measurement (tape measure) method is currently used by the Navy because it was found superior to height/weight tables, skinfold calipers or the bioelectrical impedance technique for assessing percent body fat. Unlike the hydrostatic (underwater) weighing technique which requires expensive equipment, highly trained technicians and is time consuming; taking body circumferences require only a tape measure, basic training, and a short amount of time. These advantages make the tape measure method more feasible for mass testing and thus practical for Navy-wide use. The key to accurate percent body fat assessment is following guidelines contained in OPNAVINST 6110.1D. Correct landmark identification and tape measure placement are essential for valid results.

Males $\geq$ 26% and females $\geq$ 36% body fat are **not** obese until diagnosed obese by a medical officer. Percent body fat is just one of a number of criteria used by the medical officer in the diagnosis of obesity. The clinical diagnosis of obesity is also based on factors such as physical activity level, metabolic or endocrine abnormalities and health risks often associated with obesity such as hypercholesterolemia, hypertension and diabetes.

All Navy members are required to meet percent body fat standards as a condition of military service. An overfat or obese service member presents not only a health risk, but does not model desirable appearance for those in leadership roles. Consideration on evaluations is given to physical fitness, military bearing and performance.

HYDROSTATIC WEIGHING AT HOSPITALS AND UNIVERSITIES

The only authorized percent body fat assessment for Navy members is by circumference measurements conducted by the CFC. Hydrostatic weighing measurements are not authorized because it is not feasible to hydrostatically weigh all Navy members. There are also different techniques used to measure lung residual volume during hydrostatic weighing. The determination of residual volume is critical in accurately assessing an individual's body density. Due to the lack of a standardized method between testing sites in determining lung residual volume the accuracy of body fat measurements cannot be verified.

THIN/THICK NECK SYNDROME

While the neck measurement factors into the determination of percent body fat; the abdominal circumference is the most important determinant of the percent body fat of males.

Example: Two males have identical height (72 in) and neck (14 in) measurements but their abdominal measurements differ (32 versus 39 in). Due to this difference in abdominal circumference, their respective percent body fat values are 15% and 27%.

Example: Two males have identical height (72 in) and neck (17 in) measurements but again their abdominal measurements differ (32 vice 39 in). Due to this difference in abdominal circumference, their respective percent body fat values are 8% and 22%.

YO-YO SYNDROME (BODY FAT)

There are a significant number of members who fluctuate back and forth between the overfat and obese categories for years. If the Commanding Officer believes that these individuals are not motivated and not making an effort to meet standards, the Commanding Officer can recommend (via message) that the obese member be administratively separated at the convenience of the government. NMPC-243/82 will process these individuals on a case-by-case basis.

BUTTER/MARGARINE ISSUE

As of October 1990, the Navy Ration Law was changed to reflect the health needs of service members. Although the use of butter and eggs is still recommended, the SECNAV may modify the ration if "it is determined that economy and the health and comfort of members of the naval service require such action." Reference: Section 6082, Title 10, U.S. Code.

SECTION SIX

CONDUCTING THE PRT

1.5 RUN/WALK TEST PROCEDURES

1. The event consists of running/walking 1.5 miles continuously.

2. Select the most level course available. The course should be free of steep inclines/declines, surface irregularities and sharp turns. Use a standard running track if available.

3. Verify the 1.5-mile course distance with a measuring wheel or bicycle odometer. DO NOT USE AN AUTOMOBILE/MOTORCYCLE ODOMETER.

4. Start and finish line should be the same.

5. Station monitors at even intervals on the course or around the track.

6. Time begins with "Ready, Go" to simultaneously signal the start of all members being tested. Time intervals/laps should be called out until completion of the test.

7. Any combination of running or walking is allowed to complete the test.

8. Record times with stopwatch to the nearest second.

1.5 MILE RUN/WALK TEST RECOMMENDATIONS

1. Participants should be instructed to pace themselves during the run to avoid or minimize premature fatigue.

2. If chest pain or unusual discomfort is experienced, the individual should be instructed to stop immediately.

3. During the hot-weather months, testing should be conducted in the early morning hours. Testing should be postponed on extremely humid (greater than 90%) days.

4. Participants should avoid eating large meals for at least 3 hours before the test.

5. Inform participants that elapsed time will be announced at the completion of each lap. An official should be assigned to record the number of laps each runner completes.

6. When the last test is completed, keep the participants walking for at least 5 minutes. Walking facilitates the return of blood to the heart and lungs, and therefore aids recovery significantly.

500 YARD SWIM TEST PROCEDURES

1. This test must be conducted in a standard 25 or 50 yard/meter pool.

2. A qualified lifeguard must be present.

3. Monitors should be stationed at each end of the pool to count laps.

4. CFC should call out time intervals.

5. Swimmers may begin the test in the water. No dive starts allowed.

6. Any swim stroke and turn may be used.

7. Swimmers may stop at any time but may not make any forward progress.

8. Use of goggles or face mask is allowed.

9. Fins, snorkels or flotation/propulsion devices are not allowed.

PUSH-UP TEST PROCEDURES

The following are procedures for testing members on push-ups:

1. Assume the front leaning position with hands approximately shoulder width apart and feet together. The arms, back, buttocks, and legs must be straight from head to heels and must remain so throughout the test.

2. Begin the push-up by bending the elbows and lowering the entire body until the top of the upper arms, shoulders, and lower back are aligned and parallel to the deck.

3. Return to the starting position by extending the elbows until the arms are straight.

4. Repeat correctly as many times as possible in 2 minutes.

5. Your feet may not rest against an immovable object.

6. You may stop and rest in the up position but you cannot rest your body on the deck until the test is ended.

7. Timer begins with "Ready, Go" to simultaneously signal the start for all personnel being tested and 15-second time intervals should be called out until completion of the test.

8. A partner should monitor for correct form and count the number of correctly performed push-ups.

CURL-UP TEST PROCEDURES

The following are procedures for testing members on curl-ups:

1. Lie flat on back with knees bent, heels close to buttocks (approximately 10 inches), arms folded across the chest and feet held to floor by partner.

2. Curl-up touching elbows to thighs.

3. Lie back touching shoulder blades to deck.

4. Repeat correctly as many times as possible in 2 minutes.

5. You may stop and rest in the up or down position. However, if you lower your legs, fail to keep your feet on the ground, or fail to keep your arms folded across your chest, the test is ended.

6. Timer begins with "Ready, Go" to simultaneously signal the start for all personnel being tested and 15-second time intervals should be called out until completion of the test.

7. A partner should monitor for correct form and count the number of correctly performed curl-ups.

SIT-REACH TEST PROCEDURES

No one test measures the flexibility of all joints. However, the sit-reach test serves as a reliable measure of hip and low-back flexibility which is important in the prevention of low-back problems. This test can be performed using the following procedures:

1. Sit on deck with legs straight, feet together, shoes off, and toes pointed up (ankles at right angle with legs).

2. Reach slowly forward and attempt to touch tips of the toes with fingertips of both hands. Hold the reach for 1 second. DO NOT BOUNCE OR LUNGE.

BODY COMPOSITION ASSESSMENT

<u>HEIGHT MEASUREMENT</u>

- Height should be measured without shoes to the nearest 1/2 inch.

<u>NECK MEASUREMENT (Males and Females)</u>

- The neck measurement should be taken at the point below the larynx and perpendicular to the long axis of the neck (rounded up to the nearest 1/2 inch).

ABDOMEN MEASUREMENT (Males)

- The abdominal measurement should be taken at the naval and level to the deck (rounded down to the nearest 1/2 inch).

- The abdomen measurement should be taken at the end of a normal, relaxed exhalation.

NATURAL WAIST MEASUREMENT (Females)

- The natural waist measurement should be taken at the point of minimal abdominal circumference, usually located about half-way between the naval and the lower end of the sternum (rounded down to the nearest 1/2 inch).

HIP MEASUREMENT (Females)

- The hip measurement should be taken while facing the subject's right side. The tape should be placed around the greatest protrusion of the gluteal muscles and level to the deck (rounded down to the nearest 1/2 inch).

PHYSICAL READINESS TEST CHECKLIST

To properly conduct the PRT, follow the checklist below:

1. Consult CO/XO, select test date (and makeup date)

2. Select and schedule testing site

    a) Pool, lifeguards
    b) Map 1.5-mile run/walk course

3. Select and train assistants

4. Have medical verify current physical exams

5. Inform members of:

    a) Test date
    b) Procedures
    c) Distribute risk factor questionnaires

6. Conduct body composition screen

7. Refer to medical, all males whose body fat $\geq$ 26% or females whose body fat $\geq$ 36%.

8. Acquire equipment needed

9. Complete CPR training

10. Conduct test

11. Submit report

12. Conduct remedial program

MEDICAL SCREENING

The medical screening must include the following:

1. Current physical exam

2. Risk factor questionnaire

3. Body composition assessment (body fat standards)

a) Males $\geq$ 26%, females $\geq$ 36%: report to medical; no PRT.

b) Males > 22% to < 26%, females > 30% to < 36%; remedial program.

In addition, medical screening shall include the following as appropriate:

4. Medical evaluation for obesity

5. Testing precautions

a) Regular participation
b) Notify medical

6. Medical waivers (complete/partial/pregnancy)

EQUIPMENT

Basic Equipment List and Worksheet:

The PRT equipment worksheet is a list to help you identify the equipment you will need to conduct the PRT. Some of these items might be available from recreation services. Other items should be bought and kept available to use as needed. Use the worksheet to indicate the source for each item.

1. One non-stretching tape (metal, cloth/fiberglass) for each person taking circumference measurements

2. Stopwatches

3. Mats or blankets (if needed for curl-ups)

4. Scale with height

5. Measuring wheel (for measuring 1.5 mile course)

6. Traffic cones (for outlining the 1.5 mile course)

7. Clipboard and pencils

8. First aid kit

9. Ice (for applying to injuries and cooling anyone who becomes overheated).

10. Water cooler and cups (if there isn't a water fountain nearby).

MEASURING DISTANCE

When measuring the distance for the course, borrow a measuring wheel that recreation services might use to lay out ball fields. An automobile odometer is not an accurate measuring method. An error in measurement of only 1% would result in a course that was 80 feet too long or too short. This could mean the difference of more than 10 seconds for someone who runs a mile in 12 minutes.

USING A TRACK

Using a quarter-mile track is a very good place to conduct the 1.5-mile run/walk as long as you develop a system for counting how many laps each person has completed.

TESTING FACILITY

If you plan to use recreation facilities, be sure you clear the date and time with the appropriate person well in advance. Other factors to consider when selecting a location are travel time to and from the testing site, conflicts with other users of a facility, availability of dressing space and whether there is a surface appropriate for curl-ups (mats, carpeting, grass, or padding).

ASSISTANTS

How you consider each test item depends on the size of your command and how many assistants you have. If you have a large group to test at one time, you should be using assistants. We recommend at least 1 assistant for every 25 people you test. You should assign one or more assistants to a particular test. The advantage of this approach is that you need fewer assistants to conduct the PRT for a large command. When the same assistants are responsible for conducting each test, the PRT is conducted consistently for all members. This is especially important for the body circumference assessment.

The testing procedures are not difficult to learn or conduct. The most important concerns are accuracy and consistency. This is something that you and your assistants will gain with practice.

Meet with your assistants a few days before the test. When training them, take time to explain the origin and purpose of each test item. Practice administering each test item. Pay special attention to the areas of special concern mentioned in the next section.

AREAS OF SPECIAL CONCERN

1.5-MILE RUN/WALK

1. Conducting proper warm-up procedures.
2. Recognizing and dealing with excessive physical stress.
3. Conducting proper cool-down procedures.

500 YARD SWIM

1. Recognizing severe physical stress.

PUSH-UPS

1. Maintaining proper position throughout the test.
2. Calling the elapsed time every 15 seconds.

CURL-UPS

1. Maintaining proper position throughout the test.
2. Calling the elapsed time at least every 15 seconds.
3. Recognizing cheating techniques.
4. Allowing a rest period before requiring participants to change positions or stand up.
5. Recognizing and dealing with warning signs of over-exertion.

SIT-REACH TEST

1. Conducting proper warm-up procedures.
2. Maintaining proper position throughout the test.

BODY CIRCUMFERENCES

1. Correctly identifying body sites.
2. Correctly placing the tape, either horizontal with the deck (abdomen, natural waist and hip) or perpendicular to the axis of the part being measured (neck).

3. Applying proper pressure with the tape (neither too loose nor too tight).

4. Taking measurements to nearest 1/2 inch at each site.

5. Recognizing cheating techniques.

EMERGENCY PROCEDURES

1. Recognizing emergencies.

2. Assigning tasks and walking through a simulated emergency (cardiac arrest) situation.

WARM-UP FOR SIT-REACH TEST

The sit-reach warm-up should include exercises that will warm the muscles that will be stretcned: the muscles of the shoulders, lower back, hips, and backs of thighs.

Once the participant has finished warming up, have the member sit on the deck and reach for his/her toes. The reach should be performed slowly without pain. Hold that position 1 second, then relax. Continue this process until the person is able to touch the toes or until he/she is able to increase the range of motion without pain.

COOL-DOWN FOR CURL-UPS

You should also provide a cool-down period after the curl-up test. The participant must be allowed at least two minutes to rest and recover before taking the next test. For some individuals, standing too quickly after the curl-up test could result in a light headed feeling caused by a sudden drop in blood pressure.

PREPARATION

Review OPNAV Instruction 6110.1D to be sure you understand how each test item is conducted. Also, review the Common Test Irregularities section (provided below) to ensure that all members conform to test procedures.

Preparing for the test can make it a positive rather than a negative experience. If someone is confident in his/her ability to perform well, that person will approach the test with far less anxiety. An added benefit: it will put you, the CFC, in a position of a helper seeking to assure a member's success and safety rather than someone who is there just to document poor performance or failure.

EDUCATIONAL CONCEPT

A regular conditioning program should include an educational component. By whatever means are most suitable (either a group meeting, handouts, posted notices or individual contact) you should provide your command with the following information:

- Why the PRT is conducted.

- How the results can be meaningful to participants.

- The importance of preparing for the test, especially making it safer for the unfit member.

- How training will help members perform better with less effort than if they had not trained.

- The importance of exercise in reducing body fat.

- Guidelines for aerobic, flexibility, and muscular endurance training

- Video tapes

- Pamphlets

- Navy Nutrition/Weight Control Guide (S/N 0500-LP-317-3800,

- Navy Physical Conditioning Guide (S/N 0500-LP-317-6200)

ORGANIZING EXERCISE GROUPS

If you have a large number of people interested in a supervised program, set up exercise groups of up to 12 individuals of similar ability who can exercise together on a regular basis. Recruit volunteers and train them to supervise these exercise groups.

COMMON TEST PROBLEMS

The test is invalid if it is not conducted correctly. It is important that you administer each test item exactly the way it is described in OPNAV Instruction 6110.1D. The following are some common problems to avoid. These can be inadvertent or intentional. In either case, correct the problem as soon as you see it.

1.5-MILE RUN/WALK

- If on a track, incorrectly counting laps

- If not on a track, straying off course

500 YARD SWIM

- Incorrectly counting laps
- Diving start
- Using fins or snorkels
- Walking in shallow areas

PUSH-UPS

- Back not straight
- Resting in down position

CURL-UPS

- Heels positioned more than 10 inches from buttocks
- Partner holding calves
- Not touching elbows to thighs or not touching shoulder blades to the deck
- Rocking the hips

SIT-REACH

- Knees bent
- Bouncing instead of slow stretching
- Not holding position 1 second

BODY CIRCUMFERENCE MEASUREMENT

- Flexing neck muscle
- Holding in stomach
- Hands not on side during abdominal measurement
- Tape held too tight, too loose, or incorrectly positioned

SECTION SEVEN

APPENDICES

APPENDIX A

FORGE THE FUTURE

Fit Today for Tomorrow's Challenges

IG CHECKLIST

SUBJECT Physical Fitness and Sports

REFERENCE

(a) OPNAVINST 6110.1D (Health and Physical Readiness Program)
(b) NAVOP 005/90 (Physical Readiness Program)
(c) NAVOP 009/90 (Physical Readiness Reporting in Fitness Reports)
(d) NAVMEDCOMINST 6110.3 (HAPR Support by Medical Personnel)
(e) OPNAVINST 1500.22D (General Military Training (GMT))

ITEM	YES	NO
Does the Commanding Officer/Officer in Charge aggressively support the Health and Physical Readiness program (based on compliance with OPNAVINST 6110.1D)? (refs (a), (b), and (c))	___	___
Is a command directed physical conditioning program available to members not meeting Physical Readiness Test (PRT) and/or body fat standards? (ref (a))	___	___
Are physical fitness and nutrition education provided every 24 months through General Military Training (GMT)? (refs (a) and (e))	___	___
Has a Command Fitness Coordinator (CFC) been appointed? (ref (a))	___	___
Does the CFC meet the following requirements:		
E-5 or above	___	___
CPR certified	___	___
American College of Sports Medicine (ACSM) certified (encouraged but not required)	___	___
Meets satisfactory PRT standards	___	___
Not overfat or obese	___	___
Does not use tobacco (ref (a))	___	___
Is there one assistant CFC appointed for every twenty-five members being tested? (ref (a))	___	___

Does the Command have at least two Cardio-respiratory Resuscitation (CPR) certified personnel to attend all PRT Tests? (ref (a))	___	___
Does the Command maintain each member's Risk Factor Screening/Physical Readiness Test Results (OPNAV 6110/2)? (ref (a))	___	___
Is each member's OPNAV 6110/2 forwarded to the appropriate Personnel Support Activity Detachment/Personnel Office upon member's transfer? (ref (a))	___	___
Are official PRT results properly entered in member's Fitness Report/Evaluation? (refs (a) and (c))	___	___
Is a copy of the most recent Command PRT Summary Report forwarded to NMPC-68 by 30 Sept each year? (ref (a))	___	___
Are all members provided the opportunity to attain and maintain satisfactory physical fitness/bodyfat standards? (ref (a))	___	___
Is the physical readiness of members tested twice each fiscal year, no less than four months apart? (ref (a))	___	___
Are all members properly notified of the official PRT dates 10-12 weeks prior to testing? (ref (a))	___	___
Is the OPNAV 6110/2 completed no less than 10-12 weeks prior to an official PRT? (ref (a))	___	___
Do members fulfill the physical examination requirements prior to participating in the PRT? (refs (a) and (d))	___	___
Are members requiring medical clearance referred to an Authorized Medical Department Representative (AMDR) prior to participating in the PRT? (ref (a))	___	___
Do members not meeting percent body fat or physical readiness standards participate in a command directed physical readiness program until the next official PRT? (ref (a))	___	___

Are <u>all</u> members, officers and enlisted, who fail to maintain standards subject to the administrative actions outlined in OPNAVINST 6110.1D? (Is it documented in a page 13 entry, NMPC notification when appropriate, and entered in evals/fitness reports?) (refs (a) and (c)) ___ ___

Does the Command ensure that members granted medical waivers for any portion of the PRT for three consecutive official PRTs are referred to a medical board, if appropriate, based on the recommendation of the medical specialist? (ref (a)) ___ ___

Do members identified as overfat or diagnosed as obese and who meet the referral criteria participate in a non-residential or residential obesity rehabilitation program? (ref (a)) ___ ___

Does the CFC advise the chain of command on all physical readiness program matters, particularly about members who need assistance in meeting physical readiness standards? (ref (a)) ___ ___

Does the CFC report all physical readiness program related injuries to the command safety officer? (ref (a)) ___ ___

Does the CFC distribute health and fitness materials in support of COMNAVMILPERSCOM health promotion initiatives? (ref (a)) ___ ___

Does the CFC maintain updated health and fitness educational resources for use by command personnel? (ref (a)) ___ ___

Does the Personnel Support Activity Detachment/ Personnel Office ensure:

That the OPNAV 6110/2 reflecting the most recent PRT results is contained in the service record of when personnel depart under permanent change of station orders? ___ ___

That the current OPNAV 6110/2 of reporting personnel is forwarded to the member's receiving CFC? (ref (a)) ___ ___

Does the Morale, Welfare, and Recreation Services Department:

Make facilities available for administering official PRTs, physical training, or self-directed programs? ___ ___

Provide assistance and support to local CFCs?	___	___
Ensure that healthy food choices are available at all Navy clubs? (ref (a))	___	___

APPENDIX B

FORGE THE FUTURE

Fit Today for Tomorrow's Challenges

HEALTH AND PHYSICAL READINESS PUBLICATIONS:

These publications are available from Navy Publications and Forms Center, 5801 Tabor Avenue, Philadelphia, Pa 19120-5099.

Stock #	Title
	Nutrition and Fat/Weight Control
0506LP3191700	DIETARY GUIDELINES FOR AMERICANS
0506LP8000005	ABOUT WELLNESS
	Smoking Prevention and Cessation
0506LP8000035	STOP SMOKING
0506LP8000080	QUITTERS GUIDE SELF-HELP BOOKLET
0506LP8000090	HOW TO STAY QUIT OVER THE HOLIDAYS
0506LP8000130	DON'T BITE OFF MORE THAN YOU CAN CHEW
0506LP8000110	TAKING CONTROL
0506LP8000140	HOW TO QUIT CIGARETTES
0506LP8000150	IF YOU SMOKE TAKE THIS TEST
0506LP8000230	FIFTY MOST ASKED QUESTIONS ABOUT SMOKING AND HEALTH
0506LP8000240	DANGER OF SMOKING...BENEFITS OF QUITTING
0506LP8000620	FRESH START ADMINISTRATOR'S GUIDE
0506LP8000640	FRESH START PARTICIPANTS GUIDE
0506LP8000650	CLEANING THE AIR
0506LP8000670	WHY DO YOU SMOKE
0506LP8000730	TAKING CONTROL FLIP CHART
	Stress Management
0506LP8000000	ABOUT STRESS MANAGEMENT
	Back Injury Prevention
0506LP8000780	US NAVY WAY TO A HEALTHY BACK
	High Blood Pressure
0506LP8000040	YOU AND YOUR BLOOD PRESSURE
	Drug and Alcohol
0506LP6001180	IF YOU DRINK WHAT YOU SHOULD KNOW & DO
0506LP6001190	LEARN ABOUT COCAINE

(CONT.) HEALTH AND PHYSICAL READINESS PUBLICATIONS:

These publications are available from Navy Publications and Forms Center, 5801 Tabor Avenue, Philadelphia, Pa 19120-5099.

Stock #	Title
	Drug and Alcohol (cont.)
0506LP6001200	LEARN ABOUT YOUTH AND DRUG ADDICTION
0506LP6001210	ALCOHOL AND DRUGS AND YOU AND ME
	Physical Fitness and Sports
0506LP8000060	FUN, FITNESS, AND YOUR FEET

HEALTH AND PHYSICAL READINESS MANUALS:

0500LP3234600	HEALTH FAIR RESOURCE GUIDE
0500LP3173800	NAVY NUTRITION WEIGHT CONTROL GUIDE
0500LP3176200	NAVY PHYSICAL CONDITIONING GUIDE
0500LP3217600	CFC EXERCISE LEADER HANDBOOK

FORGE THE FUTURE MARKETING PACKAGE

0506LP1755600	HAPR PROGRAM INFORMATION BROCHURE
0506LP1756200	TRIANGULAR "FORGE THE FUTURE" STICKERS
0506LP1756300	RECTANGULAR "FORGE THE FUTURE" STICKERS
0506LP1756600	TABLE TENTS
0506LP1755800	STRATEGIC WEAPON POSTER
0506LP1755900	HAPR START HERE POSTER
0506LP4510100	LOOK WHO'S SMOKING NOW
0506LP3245800	BREAK THE HABIT FOR SOMEONE YOU LOVE
0506LP4510200	HIGH BLOOD PRESSURE CAN BE A HEART BREAKER
0506LP3245700	ENERGY
0506LP1755700	HAPR CFC KIT
0506LP1755400	HAPR ACTIVITY AND SERVICE PROVIDER KIT

APPENDIX C

FORGE THE FUTURE

Fit Today for Tomorrow's Challenges

HEALTH AND PHYSICAL READINESS VIDEOS

Videos are available from Navy Libraries. Address requests to:

COMMANDING OFFICER
NAVAL EDUCATION, TRAINING AND SUPPORT CENTER ATLANTIC
NAVAL STATION, BLDG W313
NORFOLK, VA 23511

COMMANDING OFFICER
NAVAL EDUCATION, TRAINING AND SUPPORT CENTER PACIFIC
FPO SAN DIEGO, CA 92132

VIDEO	SAVPIN NO.
- NAVY PHYSICAL READINESS PROGRAM Presentation of OPNAVINST 6110.1 series. Outlines purposes, policies, procedures, and documentation of the physical readiness test and percent body fat. Audience; Command Fitness Coordinators (CFC), CFC Assistants, and all Navy personnel.	802966DN
- GENERAL MILITARY TRAINING, QUALITY OF LIFE	
-- BACK INJURY PREVENTION	803503DN
-- STRESS MANAGEMENT	803505DN
-- PHYSICAL FITNESS AND SPORTS HEALTH AND PHYSICAL READINESS	803506DN
-- NUTRITION AND WEIGHT/FAT CONTROL	803507DN
-- DRUG AND ALCOHOL ABUSE ZERO TOLERANCE	803508DN
-- SMOKING CESSATION	803504DN

APPENDIX D

PLAN OF THE DAY NOTES

FORGE THE FUTURE

The following health and fitness tips can be placed daily in your Plan of the Day or several in your Plan of the Week. A heading such as TODAY'S FIT TIP (s) is recommended.

JANUARY

HEALTH RESOLUTIONS

This is your year to FORGE THE FUTURE. Have a happy-and healthy-New Year by participating in FORGE THE FUTURE, the Navy's new Health and Physical Readiness campaign. FORGE THE FUTURE brings you information and activities to help you stay fit for tomorrow's challenges.

Vow to make this year the year you ask questions. Getting it straight adds up to clear communications which, in turn, add up to less stress.

In January, 1935, on this day Amelia Earhart became the first female to solo over the Pacific. Physical stamina got her where she was going. Navy women can make this the year to master the Navy push-up with the assistance of their Command Fitness Coordinator.

It's a good year to cut down on coffee. A cup of coffee has enough caffeine in it to keep you awake an extra six to ten minutes a night. If, like the average office worker, you drink seven cups a day, you could be cheating yourself out of an hour's sleep every night.

Promise yourself appealing "Quit Day" incentives. Pledge to be nicotine-free by your birthday, your sweetheart's birthday, or your wedding anniversary. You couldn't give a nicer present.

Prohibition was ushered in with the beginning of 1920. If you're responsible, you shouldn't be forbidden, but do pledge to prohibit yourself from driving when you've been drinking.

Do resolve to learn how to lift this year. The Navy relies on you to stay off the B.I.P. (Back Impaired Person) list. Remember, once you lose it, you can't get a back back.

In 1849, the first woman doctor hung out her shingle. Navy women can honor this "first" by making sure to schedule a gynecological exam. If you're under 25, you should go at least every two years. Older than that, it's a good idea to go every year for a breast check-up and a pap smear.

Make this your year for salt talks. Check out the low sodium option at the Navy Clubs and commissaries and exchanges.

Swear off diets. Pick a date-say a month from today-to begin a year-long weight reduction plan. Just two pounds a month would mean almost 25 big ones by Christmas.

Commit to a daily fast walk of 1½ miles for your heart and figure. Without skipping a calorie, in 12 months, you could lose as much as 14 pounds.

Avoid pot-heads. Be the first to tell a marijuana user that it depresses the immune system. Pot's active ingredient, T.H.C., arrests development of monocytes-the body's key disease fighting cells.

Get in the swim. Make fish a once-a-week habit. It's great low-calorie protein. Even better, fish contains lots of omega-3 fatty acids which may protect against arthritis and heart disease. (Mackerel, salmon, trout, herring, and bluefish are the best).

Begin today to accept the idea that stress is a normal part of daily life and it will be less likely to string you out. Afterall, it was a doctor–not a stand-up comic–who said "total absence of stress is death."

Check your communications gaps. Over-talking and under-listening are real handicaps to stress management—especially when dealing with family interaction.

Force yourself to leave one day each month unscheduled. Periodic slow-downs and controlling over-commitment are the roads to less stress and more sanity.

Think before you bite. Eating only 100 calories a day more than you expend can mean 50 pounds (!) in five years. Blimp city and you won't even see it coming.

Cross your heart...You're not too young to start watching your intake of saturated fats and cholesterol. Promise yourself heaps of fruits, vegetables, grains, and low-fat dairy products instead of foods of animal origin. Your heart will love you for it.

Get real. To reduce stress, set realistic goals for yourself and plan ahead. Some folks find that keeping a checklist is a good way to keep stress in check.

Chew this over. How about giving up snuff for the New Year. If you chew tobacco, you're endangering your health and life just like a smoker. The risks of chewing tobacco are nothing to spit at.

Challenge yourself. This year, start a regular work-out program to tone your body, burn calories, and keep your heart and lungs healthy. Start slowly, set realistic goals, and don't hand yourself a lot of excuses to quit. Before long, you'll feel and see exercise's benefits.

Make yourself a vegetable vow. The fiber found in vegetables (and fruits) is essential to your good health. Diets high in fiber prevent colon cancer and aid digestion. Vegetables are low in fat and calories, too, for those who want to lose a few pounds this year.

FEBRUARY

HEART MONTH

(Use on February 2, Groundhog Day. Dated material.)

Seeing too much of your shadow? If so, you may be overweight. Obesity is a leading cause of heart disease, high blood pressure and stroke. So take some weight off and add some years on to your life.

Put your heart into FORGE THE FUTURE. The Navy's new Health and Physical Readiness campaign provides you with information and activities to keep your heart fit. It takes a lot of heart to live the Navy life, so be on watch for heart- saving health tips.

Fats cause heartbreak. Saturated animal fats are the chief reason for high blood cholesterol that clogs blood vessels with fatty deposits. Results: Slow flow makes the heart pump harder, depriving you of oxygen. And, narrowed arteries just wait for the clot that can't squeeze through to put you in cardiac arrest.

Defend yourself against heart attack. Know your blood pressure and cholesterol levels. Limit cholesterol-rich foods and saturated fats. Slow down your intake of fast foods; up the amount of fruits and vegetables you down. And exercise regularly.

Don't break your own heart. Take care of it by exercising regularly, maintaining your proper weight, reducing the cholesterol and saturated fats you eat, and keeping your blood pressure at the right level.

Remember to pass in the fast food lane. You probably have a taste for quickburgers, fries, and shakes. But fast foods are also fatty foods; 50% -75% of each meal's calories come from fats. For your heart's sake, avoid fast foods—or trim the fat by ordering a cheeseless burger, salad, and soft drink or juice.

Fill your heart with love, not cholesterol. Skip past the fried foods on restaurant menus. They're almost always fried in high-fat oil, cholesterol culprit that builds deposits on artery walls, blocks blood flow and leads to heart disease.

(Use on February 14. Dated material.)

Give your heart this Valentine.

"Roses are red
Violets are blue
I'm going to live fit
To take care of you."

If you smoke, stop. If you're inactive, start an exercise routine. If you stuff yourself with fatty foods, start eating the right stuff: vegetables, fruits, grains, and low-fat dairy products.

Fry now, pay later. Heart disease doesn't happen overnight. If you eat lots of fried foods and other fatty chow and if you're physically inactive, your arteries are clogging with cholesterol now. You're setting yourself up for heart failure in later life.

"Spuds" ain't just McKenzie...they're potatoes, nutritious, delicious, naturally low in calories and fat. But fry 'em, chip 'em, or top 'em and calories and fat soar. That's bad for your figure–and your heart. Don't turn your spuds into health duds; keep 'em simple.

Pack-a-day smokers may pack it in early. Smoking is one of the leading factors in risk for heart attack. Pack-a-day smokers are twice as likely to suffer heart attack as others in their age group; smoking more than a pack a day increases the chances of heart failure by three.

Stalking a killer. Heart disease is still the nation's leading killer, but there's been a dramatic decline in heart disease-related deaths during the past 15 years. Americans are getting smarter about diet, exercise, and smoking. Keep this killer at bay by taking care of your heart.

You gotta have heart...so take care of it. Eat low-fat foods and exercise regularly. It's important to get a regular blood pressure reading, too. High blood pressure adds to the heart's workload and can cause it to break down. Fortunately, high blood pressure can be treated, so check it out.

Don't be downhearted. There's lots of simple ways to manage life's stresses. Once you've learned them, you'll feel better mentally—and physically. Your heart has to work harder when you're stressed, so learning coping techniques is good for your health.

For heart smart eating, make fat the enemy. Replace as many of these as you possibly can–meat, butter, cheese, ice cream, eggs, dairy creams. Substitute: fish, skinless chicken and turkey, pasta, beans, rice, along with more whole grain bread and vegetables. You'll add a decade to your life, some experts say, if the diet switch starts early enough.

American hearts are getting beaten... by heart disease. One million citizens die every year from heart disease. That's 400,000 more people than the combined number of Americans who have died in all wars since WWI. That's why the war on heart disease is this country's most deadly.

Give someone else an order. Restaurants are often happy to substitute ingredients for people watching their fat intake. Tell your server you'd like margarine, not butter. Ask for skim milk instead of cream; order baked instead of fried. That's being heart smart.

You say your heart's not in it? That's what lots of people say about exercise–until they find a work-out that matches their lifestyle preferences. Any regular aerobic activity (walking, biking, jogging, swimming) keeps your heart healthy. So get into a work-out routine to get the most out of your heart.

Your heart is a muscle, too. Ironpumpers know that muscular conditioning is important for strength and body toning. But no work-out routine is complete without aerobic activity (rope skipping, walking, jogging) which keeps the heart muscle and lungs in top shape.

Try a slice of life. That's a piece of pizza with low-fat extras like onions, mushrooms, green pepper or fresh tomatoes. They're tasty replacements for fatty pepperoni, sausage, olives and extra cheese—and they're good for your waistline and heart.

What have you eaten today? If it's eggs, meat, cheese, ice cream and other fatty foods, you've loaded up on dietary cholesterol, a substance which clogs arteries and leads to heart disease. Tomorrow, take a bite out of cholesterol by biting into vegetables, fruits, grains, and low-fat dairy products.

How much fat is in your food? The answer is on the label. Use this simple formula to determine your food's fat content:

1. Grams of Fat x 9 = Fat Calories
   (I gram of fat = 9 calories)
2. Fat Calories ÷ Total Calories
   = % of Fat

For good health: Keep your fat intake at 30% a day.

MARCH

NUTRITION

Sick and Tired? Give your body a boost by taking advantage of the FORGE THE FUTURE Health and Physical Readiness campaign. Programs to help you improve your health and fitness are offered Navy-wide. Take the challenge—you'll never feel better.

Did you know the per capita consumption of bologna is 70 slices a year? That's a lot of baloney. However many slices you may eat, try to make it turkey. Turkey breast has lower fat, sodium, and calories than the old beef and pork lunchbox favorites.

Guidelines to eat by: Eat a variety of foods; avoid too much fat, saturated fat, and cholesterol; maintain ideal weight, choose foods high in complex carbohydrates and fiber; if you drink alcohol, do so in moderation; avoid too much sugar and sodium (salt). When in doubt, think moderation!

On a diet? Keep consistent in your calorie intake. A week-end splurge increases your AVERAGE caloric intake, so you might diet all week and still not lose any weight at all.

Vege-out with the cruciferous family. These are vegetables in the cabbage and mustard greens group like broccoli, brussels sprouts, cabbage, cauliflower, kale, and turnips. They taste good, crunch well and may be a protection against cancer.

Skim milk too watery and thin tasting? Try adding a tablespoon or two of non-fat dry milk. It'll taste fuller, and you'll get more calcium and protein with almost no added fat.

The nine worst foods in the common American diet, according to New York Times nutrition writer Jane Brody: French fries, cheese, pate', pasta salad, granola bars, hot dogs, bacon, soda pop, and potato chips. Why? They're either loaded with fat, sodium, sugar, or additives.

You can overdose on vitamins, too. Exaggerated amounts of Vitamin A can lead to liver damage. Nerve damage can come as a result of an excess of B6.

Know your sugars so labels don't mislead. Sucrose, mannitol, corn syrup, fructose, molasses, honey and maltose all have one thing in common. They're all sugar by any other name.

Be a good friend when an overweight buddy is trying to cut down on fats and snacks. Don't lure him out for ice cream sundaes or challenge him to finish the extra pizza. Have a heart and help him take a load off his.

Don't forget to count your condiments. They can add up to unwanted calories and sodium. Per tablespoon, mayonnaise weighs in at 100 calories, salad dressing at 100-130 calories a tablespoon, cream cheese and butter at 100 calories a swipe.

Know good fat from bad. It's easier than you think. Saturated fats are the bad guys that clog up bloodflow—the cholesterol culprits. Saturates are solid: butter, lard, cheese, animal fats like the white lines in beef and the skin on chicken.

Be a fiber fan. High bulk in your digestive tract means quick riddance to the food wastes that otherwise linger to spread toxins that encourage infection, weaken muscles, and hamper vital organs. Best fiber bets: dark breads, bran cereals, beans, carrots, apples, cabbage and wheat products.

Some daily dietary guides advise 2000 mg. as the maximum daily intake for sodium. A large Kosher dill contains 1827 mg. Have two and you could be in a pickle.

Bad bets for breakfast are bakery muffins, biscuits and croissants, which could contain up to 65% fat. Better bets are English muffins, French bread, bagels, pita bread, corn tortillas-all lower in fat.

There's more than one way to fry a fish. Fry a healthier fish by dipping fillets in water-thinned, no-fat yogurt, dredging in toasted wheat bran, and sauteing in a little olive oil.

Snack Fact: A cup of peanuts weighs you down with 840 calories and 72 grams of fat. A cup of plain air-popped popcorn lightens up your snacking with only 30 calories and virtually no fat at all.

Stay clear of falling into the "yo-yo" weight loss-weight gain cycle. Change your eating habits, cut down on fat and calories, start exercising, and take it one day at a time. Permanent weight loss requires lifestyle changes—not quick fixes.

Not all salt shakes. Don't be fooled by the secret "salties." Pickles, olives, mustard, canned vegetables, bouillon cubes, bacon, sausage, hot dogs, luncheon meats, club soda, soy sauce, cheese are high in sodium.

Weight control tip: It's not only what you eat, it's when and how much you eat, too. Keep caloric intake spread throughout the day by eating smaller meals. You'll not only feel better, you'll avoid those slumps and cravings that may have caused you to overeat in the first place.

Fresh apricots get an A in nutrition. They have plenty of potassium and Vitamin A, lots of fiber, practically no fat and cholesterol. They contain Vitamins C, B1, B2, calcium, iron, phosphorus, little sodium, and about 17 calories a piece. Now that's a mouthful.

Don't forget that ice-cream, sour cream, whipped cream and regular milk all contain butter-fats—the bad guys of cholesterol. Replace them with frozen yogurt, non-fat yogurt, skim milk, or any low fat dairy substitute.

How to "dress" a salad. Start with a "base" of leafy greens. Then load up on fresh vegetables (mushrooms, carrots, onions, peppers, tomatos, etc.). Top it off with a low calorie salad dressing. The culprits to watch are-cheese, eggs, avocados, bacon, mayonnaise based salads (i.e. cole slaw), and salad dressing—they all add extra fat and calories.

APRIL

MEN'S HEALTH & FITNESS

Get more out of the Navy and more out of yourself. Take advantage of FORGE THE FUTURE in your command. It is the Navy's new Health and Physical Readiness campaign to help you be fit today for tomorrow's challenges.

Pedal yourself to fitness with pleasure. Bicycling is great exercise and great fun, but be prepared. Fit out your wheels with a helmet, a loud horn, an extra tube and tools. Also handy, toe-clips, saddle bag, dog repellent, plastic water bottle and a first-aid kit. You never know.

Still smoking? According to the American Cancer Society, a male between 35 and 44 who smokes more than two packs a day, will incur cigarette-related medical bills to an average of $58,987 over his lifetime.

Can you walk and chew gum at the same time? You should be able to keep a conversation going while jogging or walking briskly. That shows the pace is comfortable for you and your body.

Men have calcium problems, too. When exercising, concentrate on the bone-toners. That is to say, weight-bearing exercise—running, walking, aerobics, stairclimbing. These guard against later bone mass loss.

Want to be mistaken for your son's older brother? Cross-country skiing is considered the top anti-aging aerobic exercise. It strengthens muscles in arms and legs, and burns fats and calories like a furnace. It even tones your bones. (Away from a mountain? Try the home or gym machines.)

You are a vital part of your family; don't become a vital statistic. Banish the fat. Stamp out the cigarettes. Downplay the drinks. Get off the couch and start exercising for your life.

Working out sensibly with calisthenics or weights will stretch and add flexibility to your muscles. Toning muscles will enlarge muscle fibers which makes it easier for your system to call on extra strength when you need to lift heavy things–like equipment, supplies, children.

All "sliders" are not created equal. Some are fat laden. Build a better "slider" by holding the cheese, mayo, bacon, and special sauce. Say "yes" to extra lettuce, tomatos, onions, pickles, and mustard.

A smoker's chance of dying from lung cancer–the #1 cancer killer among men–is 15 to 25 times greater than a non-smoker.

Myth: No pain, no gain. Perhaps. But it is dangerous to push beyond the pain barrier. Pain is your body's first alert warning system.

A simple solution for complex times. The two C's can give you the competitive edge demanded for complex tasks. That's coordination and concentration--they stay sharp with regular fitness workouts.

Don't be an April Fool! Beware of that new diet that offers quick and easy weight loss. You may end up gaining back more weight than you started with. Get the results you want by changing your eating habits, reducing calories and fat, and exercising regularly. It may take you longer than what you like—but the results are guaranteed.

Going under for a while? Submariners can't let their brains atrophy–why should they let their bodies? When space is tight, check out any work-out equipment (exercise bikes, stair climbers, rowing machines, weight equipment, etc.) or try calisthenics (running in place, push-ups, sit-ups, etc.) and partner resistance exercises. Great for reducing stress, too!

Fast times might work out at Ridgemont High, but they don't work all that well in a car. Speed limits have been proven to make sense even if they seem frustrating to you. So don't drive yourself into a frenzy...or into an accident. Manage your stress before you get behind the wheel.

Remember how much you resented homework? Then, why would you take your grown-up work home with you? Try to finish up your daily tasks in the workplace. Finish it, then leave it there. Home is for relaxing. Your family will enjoy you more–and you just might enjoy yourself.

Man cannot live by meat and potatoes alone. That's why God created fruits and vegetables. These colorful things not only are full of essential vitamins and nutrients—they are low in calories and fat and high in fiber. Fill up—not out, by choosing more fruits and vegetables at mealtimes.

Warm-ups are not just for cars. Always spend a few minutes to prepare your body for exercise. Warm-up your body by walking slowly for a few minutes, followed by a series of stretches for your body's major muscle groups. You'll get more out of your work-out and prevent injury, too!

Don't be a dumb-bell about bar-bells. As with any exercise, pumping iron should be tackled gradually. If you try to bite off more weight than you can chew, the only bulge your body will develop might be a hernia. Your Command Fitness Coordinator has special hand-outs on muscular conditioning to help you get the most out of your muscle work-out.

Fat is fatal. Not just unattractive and hard to squeeze into clothes, unwanted pounds take a killer toll on your heart. Men who are 30% overweight have a 70% greater risk of developing coronary heart disease.

Longing to be fit? Sure you are. If you're a first-timer, don't try to go it alone. Exercise, besides being beneficial, should be fun. Pump iron with a pal. Jog with a buddy. Bike with a bunch. Swim with your sweetheart. If you make it fun, you'll make it part of your life.

Eating at the Mess doesn't have to be a mess. New menus and nutrition information reflect new awareness of delicious, fit-for-you foods. If you don't see it, ask for it. The Navy is truly committed to dishing up the right stuff for everyone.

MAY

FITNESS & HIGH BLOOD PRESSURE MONTH

Get more out of the Navy–and more out of yourself. Take advantage of the FORGE THE FUTURE campaign in your command. The Navy's new health and physical readiness campaign to help you be fit today for tomorrow's challenges. Take charge of your own health and fitnes–today!

The Navy takes the detective work out of high blood pressure. Dental check-ups, regular physical exams and Navy health fairs all provide easy access to the one medical test that has not even the slightest chance of pain or discomfort.

Once you've got it, get it under control. Six lifestyle factors that you can change contribute to hypertension: overweight; high intake of sodium; lack of regular exercise; tobacco; stress; heavy caffeine consumption.

Why burden yourself with a heavy heart? The overweight tend to develop high blood pressure more readily than others, especially those with a high body fat ratio. Hypertension already causes the heart to work harder to pump blood. Adding weight puts extra strain on the heart. Don't go into double jeopardy.

Why light the fuse at both ends? Hypertension puts you at high risk for stroke and heart disease. Add smoking to high blood pressure and the risk factor skyrockets to timebomb proportions.

Don't be number one. High blood pressure is the single greatest cause of stroke and it contributes heavily to cardiovascular disease and renal impairment. Brain, heart and kidney–three vital organs you just can't afford to run down.

Fitness is just a heartbeat away. Raising the heart rate during aerobic conditioning eventually lowers your resting heart rate. That's the goal and proof that your heart is working with maximum efficiency.

Listen to your body. If it takes longer than 10-15 minutes for your pulse to slow down after a sprint or moderate exercise or if you have difficulty getting your breath, check with a health professional.

There's no gain with strain. Breaking into a dead run or rushing straight into aerobics puts actual strain on the heart muscle. Don't undo the good of exercising–start with a 5- minute warm-up routine.

Walk your way to heart health. 14 pounds in a year is what a 200-pound body loses by simply walking 1-½ miles a day briskly. Without skipping a calorie, you can save your heart 14 pounds worth of work.

Half a walk is better than none. People tend to think in extremes when dealing with exercise. If you can't do it all, then there's no point in doing anything. Wrong: any extra activity you do (walking, moving supplies, climbing ladders) in addition to your normal daily routine burns extra calories and benefits your health.

To really make activity pay off, turn it into regular weekly exercise. Just three times a week, 30 continuous minutes each time, with activities that raise your heart rate (aerobics, brisk walking, rowing, cycling, running) and you're on the way to real fitness.

Total fitness comes from a regular exercise program that includes warm-ups (including stretching exercises), aerobics, muscular conditioning (like weight-lifting), and a cool-down. Pick up special hand-outs from your Command Fitness Coordinator to get the most out of your workout.

Today is the day to finally learn to take your pulse—something they've been trying to teach us since grade school. Place the tips of your first two fingers on the inside of your wrist just below the base of the thumb. Count the beat for 10 seconds and multiply by 6.

Know your rate. Your maximum heart rate is the fastest your heart should beat. Find yours by subtracting your age from 220. Exercise that raises your beats per minutes above 75% of your maximum heart rate is usually too strenuous; below 60% too little exercise to condition the heart and lungs. Go for the Target Heart Rate–60 to 75 percent of your max.

Sweat power beats high blood pressure. If you have high blood pressure your doctor may prescribe medication, a low fat, low sodium diet, and regular exercise. Sticking to your doctor's prescription can help you reduce your blood pressure and get off the pills.

Take a hike. That's something to tell yourself when you're under stress. Walking, biking, jogging, or even a pick-up game of your favorite sport help relieve physical tension and clear your mind so problem-solving becomes easier.

Take time out for fitness. Getting 30 minutes or so of exercise immediately after work is a great way to unwind from the day's hassles. It also provides you with some private time before you have to start your second job as spouse, parent, roommate, etc.

Ask for a hand-out. Your Command Fitness Coordinator has lots of informative hand-outs to help you stay physically active and fit. The hand-outs are part of FORGE THE FUTURE, the Navy's new Health and Physical Readiness campaign.

JUNE

BACK INJURY PREVENTION

Keep your "Back in Action" and body at it's best by taking advantage of the FORGE THE FUTURE Health and Physical Readiness campaign in your command. Your Command Fitness Coordinator or Safety Officer can fill you in.

Know your spine line. Taking the backbone for granted is the one thing that will cause it to let you down. Learn the facts about backs by getting a copy of "U.S. Navy Way to a Healthy Back" from your Command Safety Officer.

The human spine never takes a break. It is constantly in use—even when you are standing still and sitting. Pounds of pressure are exerted against the spine just to keep you upright. Reward the old workhorse with: exercise, muscle conditioning, good posture, and careful lifting.

Listen to back talk. Pay immediate attention to twinges of pain at the back of the waist, or down one leg, or to a sore back on waking. They're not normal to the average, healthy back.

Don't get bent out of shape. Never bend over from the waist unless you want to be at high risk for back strain. Every bend-over requires knees bent and spine curved inward—instead of up or outward.

Avoid backside backslide. One quick way to guarantee the proper curvature position for the spine is to tighten your buns. It brings everything else into line.

Train yourself to be a master mechanic. The science of good body mechanics starts with making yourself conscious of every twist, turn and stoop your back makes. Ace mechanics learn how to move the body with ease and efficiency.

The five-point lift is not an Olympic event but your ticket to pain-free tasks.

- Get as close to the object as possible.
- Plant feet squarely in front of it.
- With shoulders back and spine curved inward, bend knees.
- Pick up the object and press it to your body.
- Push up with your legs.

Contortions are for circus people. Need to turn—then bring your feet around with you. You ask for strain when you twist the torso or turn the upper body away from where your feet point.

Get up for pick-ups. Resist the normal temptation to tip to one side to retrieve something when sitting in a chair. This sideways lean and reach triggers more disc problems than rough sports.

Back slack is good for you. Emotional stress or exhaustion make for tense back muscles—just the kind that increase injury risk. When you feel tension in your neck and shoulders, take time out to deep breathe. Stand and shake your hands with arms at your sides to limber up.

Don't be a sitting pigeon. It's the worst prolonged spinal position. Desk-bound sailors must make a habit of standing, flexing and walking around their space for a minute or two every hour.

Sitting pretty takes some practice. Bottom as far back on the seat as possible. Spine firmly against the chair back. Feet flat on the floor. Any other sitting posture aggravates even minor spinal weaknesses into real back problems.

Age doesn't wear out a back–careless maintenance does. Shock absorbing discs are the first to go if you don't build a better back through exercise and good posture. Most disc problems are likely to occur between the ages of 30 and 40. Not old at all.

Slip-ups don't just happen. Discs—the spongey cushions between vertebrae that act like shock absorbers—don't actually slip. Their tough outer fiber tears, sending their jelly-like center out causing severe pain and dysfunctioning back. The tears are the result of excessive strain over time, and not of unpreventable accidents.

Top form conditioning of back-related body parts prevents disc deterioration. Don't leave it to the spine alone. Out-of- shape ligaments and tendons in the surrounding back structure and lax abdominal muscles are back-breakers. Keep them ready for their supporting role with regular strength-building and flexibility workouts.

Look before you lift. Bad lifting along with extreme twists or jerks are the major external causes of disc injury. Traumatic causes like car accidents and long, hard falls place a distant second. Literally, the health of your spine is in your hands.

No rest for the weary. Even asleep you can do something for your spine. Sleeping on your stomach or flat on your back puts strain on your spinal curve. Train yourself to sleep on your side with knees drawn up for best back rest. Face-up sleepers can help by putting pillows under the knees to lessen stress.

Keep a load on your feet. Politely decline when well- wishers insist that sitting down will rest your ailing back. Sitting is one position that places enormous pressure and stress on the lower spine. You're better off standing.

Protect, don't repair. Once injured, a back is especially difficult to heal fully, short of months of complete bed rest. The better plan is prevention through:

- exercise–proper body movement
- weight/fat control–careful lifting and hauling
- good posture

Quick pick-ups are back breaking. Condition yourself to think first before bending over. Make every pick-up a deliberate one no matter how tiny the target.

Bone up on skeletal facts. Calcium prevents bone loss that comes with aging—including vertebra disintegration. Calcium requirement: 1000 mg a day in combination with some vitamin D to absorb it. Single best food sources: Vitamin fortified skim milk (316 mg/cup) and no-fat yogurt (450/cup). Start young—bone density begins decreasing after age 35.

Sagging abdominal muscles take it out on your back. Daily floor exercises for both strengthening and flexibility are your salvation (e.g., curl-ups (sit-ups), stretching, push-ups, etc.). Check with your Command Fitness Coordinator for more information.

Don't be a statistic:

- 8 out of 10 sailors suffer some type of back problem during their careers
- 35% of all Navy reported injuries are back-related
- more than half the lost work days due to back strains and sprains are of the back.

Beat the numbers. Keep your back in action.

JULY

SUMMER FITNESS & RECREATION

Face the challenge head on. Improve your health and fitness by taking advantage of the FORGE THE FUTURE Health and Physical Readiness campaign in your command. Seven programs are available to help you be fit today for tomorrow's challenges.

Dress cool, dress light, dress natural. Dark colors are as hot as they look. Synthetic fabrics are too tightly knit and don't breathe as well as natural fibers so sweat can't evaporate.

Beat the heat by scheduling your exercise routines in early mornings and evenings. Swim anytime. You can work out and cool off all at the same time.

Pouring water on your head while exercising in the heat acts just like cooling down the radiator in your car.

(Use only on July 5. Dated material.)

The bikini was introduced in Paris on this date in 1946. Introduce it into your wardrobe with confidence by toning up your body with good eating habits and exercise. Aerobic activities like jogging, aerobic dancing, swimming, and brisk walking can burn 200 to 400 calories per hour.

Keep your body hydrated BEFORE exercise, DURING exercise, AFTER exercise. Summer heat just saps fluids from the human body as fast as you can replenish them.

Give yourself time to "cool it" after every exercise period. You must let your body return to normal gradually. If you "cool" too fast, blood might accumulate in your legs, and your brain could be temporarily starved for oxygen. So, don't let your blood "pool," cool before you pool. Otherwise, you may faint.

Chill down with the world's best cooler. Cool water (not cold) is the quality quencher at an excellent price. Try a cup or two before exercise, a cup every 15 minutes during, a cup or two very slowly after.

Food Flash: If you're eating popcorn to eat healthier or lose weight—be sure to eat the right kind. Preseasoned, prepackaged popcorn, including packaged microwave and movie popcorn, contains up to 47% fat—of which most is saturated. Be smart! Make your own using a small amount of oil (11% fat) or better yet, pop it with hot-air (1% fat).

Necessary to exercise in the heat of the day? Slow the pace. Check your pulse often. Keep yourself hydrated. Find shade. Make your own shade with a broad-brimmed hat.

When buying a bicycle, try it on. Straddle the bike with your feet flat on the floor. If you clear the top bar by one to one-half inches, the fit is a good one. When you sit on the bike with the pedals in the down position, if your leg is almost straight, the seat is the right height.

Got access to a pool? Use it. And, not just for swimming. Jog and do aerobic exercises right in the pool. The extra pull of the water resistance helps you increase the bodily benefits.

Even though it's summer, don't be tempted to be the Zola Budd of your set and run barefoot except on the beach. Wear proper shoes with correctly engineered padding and support to cut down on track and pavement impact.

It's not a good idea to drink any alcohol at all before you exercise. Even a quick beer or a glass of wine can be bad news for moving muscle groups. Plus, alcohol is the classic dehydrator, and while exercising—particularly in the heat—you need all the rehydration you can get.

Just because you're more active in the summer doesn't mean you have to pile up on protein. A lumberjack or boxer needs only about the same amount of protein as a middle-aged office worker who rarely leaves his desk. More physical activity means you have to consume more calories, but these needn't come from protein.

If you feel cramps or spasms, heed them. Your muscles are trying to tell you that you've gone too far. Stop exercising at once. Rest in a cool place and drink cool water. If you start exercising again, take it much slower.

Watch your skin if you're out a lot in the summer sun. There's no point in having the body of a young athlete if you have the face of a wrinkled old buzzard. Use sun screen religiously. Keep re-applying, especially if you're perspiring, or in and out of the water. Tans are terribly aging.

Rubber or plastic "weight-loss" suits are ridiculous when you exercise in regular conditions. Worn to exercise in the heat, they might be the last suit you ever wear.

Profuse, more than normal sweating, headache or dizziness, are symptoms of heat exhaustion. Stop exercising right away, sit in the shade, drink cool water. Don't exercise again that day. Be sure that you drink lots of water in the ensuing 24 hour time period.

Salt licks are for deers. Just because you perspire more in the summer doesn't mean you should load up on salt. You probably have enough in your diet already. Well-conditioned bodies tend to conserve salt so the sweat is mostly water.

Heat stroke is no joke. The perspiration system overloads and completely shuts down. Skin becomes extremely hot and dry. The victim look confused and dazed, and will eventually pass out. Without medical help, the person could die. Before help arrives, get the person to lie down in the shade, cool his body with icepacks or cool wet towels. As a last resort, try pouring cold liquid on the skin's surface.

Don't cramp your style. After eating, stay away from serious exercise for 2 hours. And, don't eat immediately after a strenuous work-out. Wait 20 minutes.

AUGUST

WOMEN'S HEALTH AND FITNESS

FORGE THE FUTURE can help you get and stay in shape, lose weight, stop smoking, eat healthier, manage stress better, and more. See your Command Fitness Coordinator to find out how you can take advantage of the FORGE THE FUTURE programs.

Don't save steps. Saving steps could lose you your figure and make your body less fit. Park a few blocks from the office and walk the rest of the way. Use the stairs instead of the elevator. Get off the bus a stop or two from home. Don't save steps. Use them.

Baby Talk. The expectant mother who eats nutritious, well balanced meals is more likely to have a larger, more healthy baby and may have an easier time losing the weight after the baby is born. So, ease up on high fat, high sugar foods. Avoid caffeine and alcohol. And, don't smoke or take drugs. Ask your doctor for information on nutrition.

At night, jog in pairs, wear bright reflective colors and wear a whistle. Muggers hate crowds and noise.

Up the calcium in your diet and exercise regularly to reduce the risk of osteoporosis. Use lowfat and skim milk dairy products, lactose-reduced products (buttermilk, yogurt), and dark green leafy vegetables like kale, turnip greens, broccoli and bok choy.

Superwomen-Super Stresses. Avoid the "superwoman" syndrome by knowing and accepting your limitations, sharing tasks, saying "no" regularly, and taking care of youself. Communicate your needs and problems to loved ones. . . talking always helps.

Having trouble doing the required push-ups? It's technique that's probably troubling you—not lack of muscles. Learn how to tackle the push-up with your Command Fitness Coordinator. Your toned upper body will thank you too!!

If you are the grocery shopper in the family, don't shop on an empty stomach. Or, try exchanging shopping lists with a neighbor; you probably won't stray on someone else's list. Your figure will thank you. So will your wallet.

Walk a mile every day and you could walk away from about eight pounds in a year. Eat 200 calories less every day, and you could add another ten pounds to that yearly weight loss. Little things lose a lot.

Mothers who nurse tend to average three fewer pediatrician's visits in the first year. Babies who are nursed may be less likely to need orthodontia in later life.

Take a good look in the mirror and then fasten your belt. More than 70% of facial injuries from auto accidents would be prevented by buckling up. Save face with a seatbelt.

Too much of a good thing–women who run too far and too often may suffer from their otherwise healthy habit. Missed periods and calcium loss are some adverse reactions for the running fanatic.

Don't give your baby a bottle before it's born. Fetal alcohol syndrome is caused by women abusing alcohol during pregnancy. Affected newborns can suffer low birth weight, brain or organ damage.

If you're pregnant, don't let morning sickness ruin your day. Try small meals a few hours apart. Munch on crackers or bread when you get up or feel equeasy. Drink liquids between–not with–meals. Avoid caffeine, spicy, and high fat foods.

Cut down the calories and fat by making smart choices at the salad bar. Load up on lettuce and other fresh vegetables. Take it easy on the cheese, eggs, avocado, bacon bits and dressing. Fill up–not out–on your next salad.

Don't take it as a compliment when one of the guys says you drink "like a man." The myth that equates heavy drinking with masculinity should have gone out with the caveman. Heavy alcohol use is unhealthy for either gender.

Most of us are eating enough for two–even when not pregnant. 2000 calories per day is enough to sustain the average female body. Yet more than twice that is our usual daily consumption.

One-pack-a-day pregnant smokers risk a 50% greater chance of infant mortality. If you won't quit for your own sake, quit for the future of your child.

The concensus is in: Thin is out and Fit is in!!! Today's American trend is healthier for both men and women. So concentrate on healthy eating and regular exercise–the benefits are all yours.

What's form fitting may not always be fit. The rounded curves of a female body come with a price–a lower percentage of muscle and a higher percentage of fat than male bodies. Aerobic workouts and a low fat diet can turn the fat disadvantage around.

It's a proven fact that women's tolerance and pain threshholds are often appreciably greater than men's. Don't bear up in silence. If you think there's something wrong, there probably is. See a doctor.

August nights start to tell us that this horrible heat won't last forever. Time to think about your cold weather exercise wardrobe. Cold, or not, wear one layer less of clothing than you'd wear if you weren't exercising. Too, concentrate on layers—they're much better than one heavy garment.

SEPTEMBER

STRESS MANAGEMENT

Forge a Future where stress works for you by taking advantage of FORGE THE FUTURE, the Navy's new Health and Physical Readiness campaign. See your Command Fitness Coordinator to get the details about "stress maneuvers" and other health and fitness programs.

Think about it this way. If you don't have any stress, you're probably dead. Stress is part of life. Learn to recognize it. Learn to live with it. Learn to use it to your advantage. The alternatives could be terminal.

Everyone gets the Navy blues sometimes. Don't let unmanaged stress become DIStress. Talk to someone. Remember a problem shared is a problem halved.

Nicotine is a band-aid. It might make you feel like you're dealing with stress and getting through the worst parts. But, in fact, it just puts your system in a risk situation for the future. You can't make your troubles go up in smoke.

(Use on September 5. Dated material.)

This is national Be-Late-For-Something Day. No, don't celebrate it by being late to work or appointments. Instead, celebrate by planning a realistic day for yourself so there's no chance of being late. Over-scheduling overburdens you with stress.

Mess with stress. Don't let it just lie there. Stress, unattended, can fester into dispair, depression. Stress, dealt with, can turn into a winning hand; a full house of adrenalin and energy.

You think you have stress in the Navy? Up until September 1850, sailors could be flogged. That means whipped. The Navy doesn't do it anymore. Don't do it to yourself. Don't let stress whip you into a frenzy.

High stress jobs are linked to heart attacks. You knew that. But, high stress jobs are not necessarily what you think. They're not in the executive suite. New research shows that highest stress comes into the lives of cooks, waiters, computer operators, gas station attendants, and assembly line workers. Why? Because these people tend to have little control over their work. So, whatever you do, try to get in control.

Can't sleep because of pressing problems? New studies say, forget warm milk–that's a hot myth that can actually keep you awake. Try exercising that evening to clear your head and tire your body instead.

(Use on September 20. Dated material.)

On this, the International Day of Peace, relax, look at yourself, and learn to read your own stress signs. These can include: anxiety, clammy hands, headaches, knotted stomach, quickened heartbeats, heavy breathing, and forgetfulness. Your body might be trying to tell you something. Take a moment to listen.

Depressed people do want help. Suicide is a preventable cause of death. Just as you would snatch a child from the path of a speeding car, don't hesitate to intervene if you see someone close to you heading toward suicide.

Stress comes in good guises as well as bad. Any major change–not just negative ones–causes stress. For example, marriage gets the same score on the stress scale as divorce.

Procrastination is more than just a bad habit. Putting off til tomorrow only makes the thing you're trying to avoid seem even worse. Why compound stress?

Winning stress maneuvers. Keep your body at its best and stress in its place. Exercise regularly; make healthy food choices at all meals–including snacks; get enough sleep; and make time for fun and relaxation.

Tensed up? Stressed out? Stay where you are and try some simple neck exercises. Move your head back and forward and to each side, bringing it back to its original, upright position after each movement. You'll unlock, loosen, relax.

One minute stress strategy: Close your eyes, take a few long deep breaths, think of something pleasurable–relax. A fresh shot of oxygen can pick you up during a long, tedious shift.

Try not to fall prey to the "shoulds." It's much more positive to think in terms of what you COULD, CAN, and WANT to do. Shoulds are chores. Coulds are challenges.

If it really can't be changed, it's silly to beat yourself up about it. Hitting your head against a brick wall just ends up hurting your head. You'll avoid unneeded tension and pressure if you simply walk away from an unchangeable brick wall–or find a productive way to jump over it.

"Just say no" doesn't just apply to drugs and sex. A healthy person also says no to overcommitment. No one can be everything to all people. Why even try?

Just like a champion place-kicker chooses the best spot from which to boot a field-goal, find the best place to start toward your goals in life. Know your limits, make the goals realistic. Then stress won't become an unconquerable obstruction.

Being under fire, either literally or figuratively, is a stressful situation. If you stay in control, and go with the flow of your own adrenalin, you could turn a potential crack-up reaction into a crackerjack job.

It doesn't help you or the Navy if you neglect to take your allotted breaks, free time or vacation. A fighting fit service always factors in "R&R." Stress down so you don't burn out.

Stressors are everywhere. Financial pressures. Deployment and reunion. Long work hours. Readiness demands. Frequent moves. These are all manageable. Control them before they control you. Learn to better manage these stressors by taking advantage of helpful classes offered at your Navy Family Service Center.

OCTOBER

FAMILY HEALTH AND FITNESS

Be a model parent. Bring the FORGE THE FUTURE Health and Physical Readiness campaign home by modeling healthy behaviors for your kids. Eat nutritious foods; don't smoke; get some exercise. Your children will follow in your fit footsteps.

Jog as a couple. Walk or cycle with your spouse. It's more fun, and studies show a 49% drop-out rate within a year when people exercise alone. (The drop-out rate falls to 29% when couples exercise together.)

"Enriched" food is often nutrient poor. About 20 nutrients are depleted by processing in commercial white bread; only four are usually replaced even if it's labeled "enriched." Choose whole grain breads, pasta and rice–they have more fiber, too!

Some foods are absolute headaches–especially for children. They include sausages, hot dogs, lunch meats with nitrites, peanut butter, milk, caffeine and anything with MSG.

Snack Fact. Freeze your family some grapes. They're naturally sweet and nutritious, and they crunch like little round popsicles.

Is TV making your kids fat? Watching too much television has been linked to non-fit, overfat children. Get your kids off the tube, out of the house, and physically active. Remember, those sedentary, childhood habits are tough to break when they get older. Help forge their healthy and fit future.

You wouldn't let your family eat garbage, why let them eat junk? Fresh fruit, yogurt, orange juice and lots of ice frapped in a blender tastes every bit as good as a fast food plastic shake. Broil your own lean burgers and serve on whole- wheat English muffins. Toss shoestring potatoes in a bit of olive oil, and bake on a rack til crisp. So good and so good for you.

Sucking on hard candy is one of the WORST causes of tooth decay. As the candy dissolves slowly, it coats and surrounds the teeth with sugar.

Be quiet and eat your spinach is sounder advice than we thought. New research shows that children who eat lots of leafy greens, salad and vegetables seem to have reduced risk of cancer in later life.

Take your time and let your kid be a kid. Modern society pressure to mature earlier is a negative role force that may contribute to drug experimenting at a young age. Slow down growing up. Second childhoods are not all they're cracked up to be.

What price convenience? Frozen, microwaveable foods are loaded with salt, sugar, and hydrogenated oils. You'll feel better if you at least read the ingredient list to find a brand that has fewer of these big-three health demons.

Most accidents still happen at home. Safety-proof your house. Keep poisons and weapons out of children's reach. Buy an easy to use fire-extinguisher for the kitchen. Keep emergency numbers by the telephone. Be prepared for the unexpected.

You can outlive your genes. Genetic inheritance plays a big role in your overall health. But, through fat-control, exercise, fitness, and regular physical exams, you can change your odds dramatically for the better.

Keep your family from breaking up. Whatever the busy schedules of the people involved, make dinner time family time where everyone sits together, eats together, talks to each other. Even if it's only an hour a day, being together can forge bonds that can last a lifetime.

Every married couple has arguments. That's normal. Sometimes it reaches a point where every point becomes arguable and communication is lost. That's not normal. If your marriage is in danger of turning into a verbal boxing ring, seek help before the referee rules you out for the count.

Physical workouts aren't just for athletes and anorexic movie stars. Nor are they just for adults. Getting physical should begin early so children's bones, muscles and cardiovascular system develop right. Check out the Navy Fun and Fitness program at your base recreation facility.

An astonishing number of parents find out about their children's drug use at their children's funerals. "We had no idea" is no excuse. Actively watch for the signs: behavior changes; sluggishness; heavily anti-social sullenness; low-down depression back-to-back with high-flown euphoria; more than normal hostility. They all might be cries for help. Why not answer the cry?

(Use on October 1. Dated material.)

On this, World Vegetarian Day, bring a vegetable home to dinner and show your family the fun of vege-ing out. A big pot of meatless chili gets a lift when you use more than one type of bean (white, black, kidney, pinto), and add diced sweet red and green peppers. Top with a plunk of low-fat sour cream or grated cheddar and chopped raw onions.

Hook your kids on cooking regardless of gender. They'll feel more a part of the family unit. They'll get involved deliciously in good eating habits. They'll feel very grown-up being inserted into a menu-planning decision process.

NOVEMBER

SMOKING

Bust the tobacco habit by getting involved in the FORGE THE FUTURE Health and Physical Readiness campaign in your command. The Navy's new campaign to help you be fit today for tomorrow's challenges. See your Command Fitness Coordinator, medical department, or Navy Family Service Center for more information.

Smoking kills. The number of premature deaths due to smoking in the U.S. is equivalent to 920 fully loaded jumbo jets crashing every year. That's 350,000 people.

Cigarettes definitely cause chronic lung disease. From nagging cough to shortness of breath, right up to lung cancer and emphysema. F.Y.I.: 75% of lung cancer deaths–86,000 each year–are smoking related.

Smoking puts a double whammy on your heart. Nicotine makes the heart beat faster, forcing it to work harder and require more oxygen. But, carbon monoxide from tobacco smoke cuts down the amount of oxygen in the blood that goes to the heart.

What do cigarettes have in common with rat poison, cleaning fluid and lye? They carry a danger warning that their consumption often leads to death. The cigarette warning comes directly from the Surgeon General. That's how scary smoking is.

Exercise is a proven substitute for smoking. A body, mildly tired from exerting energy, is less likely to want a cigarette.

Chewing tobacco and snuff are a timebomb in your mouth. Within a few months they cause gums to recede and mouth cancer. (Whoever said smokeless tobacco is a safe alternative to smoking must be a sadist.)

Quit Tip: Cut out cartons. Buy one pack at a time, preferably of a brand you don't like as much as your own.

(Dated material). Use toward the beginning of the month.)

The Navy's Great American Smokeout wants you. Exactly one week before Thanksgiving, join millions who give themselves something to be grateful for–a smoke-free day that so often leads to the real gift: quitting for good.

Don't be a closet quitter. Make a challenge bet with a smoking friend or join a stop-smoking group. There is strength in numbers and in going public. Visit your medical department or Navy Family Service Center for stop smoking information.

High-tech buffs should know: your smoking can kill a computer. A smoke-filled environment runs down machines as well as people. Delicate computer circuitry and fine-tuned precision instruments "go down" when their filters fail. You wouldn't want to stall a submarine on a strategic move, would you?

Turn ash into cash. By cutting out one pack a day, big puffers can save almost $500.00 per year.

Quit Tip: Don't clean out your ashtrays. Let the evidence of your smoking pile up so you can see just how much you smoke in a given time. And, just how distasteful the sight and smell of stale butts are.

Nicotine is an addiction. To break the addiction, don't think in terms of never smoking or chewing again. Just get through one tobacco-free day at a time.

Smokers have rights. No one wants to take those free choices away–including the Navy. It just wants to insure your most important right–the right to life. Smoking does kill.

Navy stop-smoking programs want to help those who want help. See your medical department or Navy Family Service Center for more information.

Quit Tip: Set definite time periods instead of aiming for days or weeks. Stop for two hours if you're a heavy smoker, a half-day for moderate consumers. Any delay is valuable.

Cold-turkey quitters have a greater chance of long-term success when they're prepared. Strategies include an advanced game plan with such features as a definite date to start, public announcement, regular exercise, gradual tapering off over seven days, and pre-planned smoking substitute behaviors.

Know thy smoke. Write down which one of these describes your reason to smoke. Stimulation. Handling. Relaxation. Crutch. Craving. Habit. Relaxation and craving are hardest to beat, but still beatable. Once recognized, any of the other reasons can be overcome by changing behavior patterns at critical times.

If smoking is your relaxation, but you want to quit: concentrate honestly on its devastating health effects to lessen the impression of pleasure. Remember there are other relaxing activities like exercise or recreation that don't kill.

Quit Tip: Make yourself aware of every cigarette you take. Smoke with the opposite hand. Keep no matches or lighters at home or work so you must consciously hunt for a light.

It's just not cool to smoke anymore. Work spaces, classrooms, airlines, public facilities, some restaurants– they all think of smokers as extinct. Don't let one habit make you a dinosaur.

Quit Tip: Decide to smoke only during either odd or even hours of the day. It will cut your potential light-up time by half. If you're in a no-smoking zone at ten a.m. and even hours are your smoking time, you'll just have to wait until noon.

Did you know that the American Cancer Society and the American Lung Association run smoking cessation classes at various Navy facilities. That's how important a smoke-free Navy is. Don't wait until the year 2000.

Quit Tip: When the withdrawal "crazies" strike, fight back with the "crunchies." Keep toothsome oral substitutes handy–popcorn, apples, celery sticks, carrot cuts, sugarless gum– anything long on bite and short on calories.

DECEMBER

ALCOHOL AND DRUG ABUSE

Get the straight story on alcohol and other drugs–and help if you need it. See your Command Drug and Alcohol Program Advisor. Forge a healthier and fit future by taking advantage of the FORGE THE FUTURE Health and Physical Readiness campaign in your command.

Wanted dead or alive. Alcohol is implicated in at least 2/3 of all homicides and suicides and half of all automobile fatalities.

There's no such animal as the "typical drunk." Alcoholism is a disease that can afflict anyone regardless of sex, age, ethnic culture, religion, or socio-economic background.

Draw straws for the non-sipper. Party-time, but somebody has to get the group back in one piece so choose a "designated driver." The one person who will not touch alcohol for the evening and will get everyone home safely. Think of how superior you'll feel if it's you.

Legally intoxicated does not mean "falling down drunk." You'll lose your license in many states if found driving with a blood alcohol level of .10. That's the result of just a few drinks not a binge.

If you can't walk a straight line, you could have a long time to practice. Tougher drunk driving laws mean a greater number of inebriated drivers sentenced to jail when they are at fault for auto accident injuries than was true five years ago.

Getting drunk is no excuse for lousy behavior. Get out of the habit of letting yourself off the "responsibility hook" by saying the next morning: "I'm sorry I let you down...ruined your party... told you off...punched you out. I was drunk." That's no reason to be allowed to take advantage. It's just plain irresponsible behavior.

Make the non-drinker one of the gang. Nobody should be made to feel embarrassed or singled out as the wet blanket for passing up a drink. It's merely a personal choice.

Real men can drink you under the table–a myth that should have died when real men first got up on all fours. Do your part to help stamp out the caveman mentality that equates heavy drinking with masculinity.

An ounce is an ounce is an ounce. The old line that beer and wine cause less intoxication than hard spirits is just plain unscientific. A shot glass of hard liquor is equal to a 12 oz. beer or a 5 oz. glass of wine in ethanol content. Ethanol is what makes you drunk when more is consumed per hour than the body can burn off in an hour. It's that simple.

50 million Americans can't be wrong. Almost one third of the population chooses not to drink. How's that for reverse peer pressure.

Don't water down your drinks–water down your drinking. Between drinks, have 3 or 4 glasses of water over a considerable period of time before taking the next drink. Alcohol dehydrates and water puts oxygen back in the bloodstream where you need it.

Home is where the heavy hand is. Bars usually pour an ounce or ounce-and-a-half drink, while non-pro pourers unwittingly use more than twice that. Remind yourself as host to "go light."

Drug abuse is not a game. You don't get three chances. Only one strike and you're out [of the Navy] if you're discovered using illegal drugs.

Drugs are a bust. Being found in possession of illegal substances like marijuana and cocaine means arrest and a criminal record that stays with you your whole life. It's not only embarassing, it comes back to haunt your career advancement.

"The one who has the most toys at the end wins," says the T-shirt. If your playthings include drugs, the price of winning is too steep and your end is likely to come long before you get to collect the prize. If you feel the drive to have it all, you might want to talk to someone about it while you still have yourself.

Hard drug use puts another monkey on your back–the financial squeeze. Ironic: the very tension and problems that drugs were to help you escape are multiplied by worrying about how to pay for a very expensive habit.

Myth: drug and drink abusers must "bottom out" before they're ready to get help. Not so–your Command Drug and Alcohol Program Advisor can let you know a lot about how to curb a habit or recover long before you do real damage to yourself or loved ones. Just stop in for the facts–even though you're still in control.

Avoid the three A's when dealing with friends on drugs–attacking, accusing, avoiding. Seek them out for calm discussion of their problem without anger or lecturing and let them know that their Command and Alcohol Program Advisor is there to help.

Myth: pot is different from hard drugs. It's harmless and relaxing. Wrong–marijuana can definitely cause:

- health problems like heart palpations;
- emotional problems from the loss of ability to separate fact and fantasy;
- accidents and injuries through distorted senses and loss of coordination;
- problems with the law.

If you can't "Just say No," then at least ask why. Your Command Drug and Alcohol Program Advisor will answer drug and alcohol use questions without a lecture.

Don't be a drug thug. More and more potent drugs turn up everyday. Uncontrollable violent, anti-social behavior harmful to others–and not just self-destruction–is often today's added bonus for drug abuse.

Get your guard up when taking prescription pain-killers. Watch for signs that you're hooked on the cure after the injury has healed. Darvon, Perkodan and codeine formulas are "cures" to be extra careful with.

Be scared straight before you're scared stiff. Morgues and jails are filled with the consequences of illegal drug use. Work up a healthy fear of anyone who calls you "chicken" and says not to be afraid to use hard drugs.

Get tranquil by acting up not slowing down. With tranquilizers like Valium, distorting side effects are common and addiction is widespread. Instead of pills, use activities like sports, exercise, games, lessons and classes, volunteer work, and joining clubs to relax and distract.

Molotov Cocktail, move over. Mixing alcohol and pills makes for an explosive potion. Even one usually harmless drink can turn to trouble if you're taking medication. Beware of even drugstore cold and sinus remedies when paired with alcohol.

best copy available

APPENDIX E

Outstanding Physical Readiness Award

presented to

has demonstrated top personal performance
and the highest level of excellence

With appreciation for your achievement, which
helps you and the Navy be fit today for
tomorrow's challenges

Date

Commanding Officer

FORGE THE FUTURE

Personal Achievement Award

presented to

has demonstrated outstanding commitment to personal health and fitness

With appreciation for your achievement, which helps you and the Navy be fit today for tomorrow's challenges

Date

Commanding Officer

FORGE THE FUTURE

Physical Readiness Improvement Award

presented to

has demonstrated significant improvement
in meeting the Navy's Physical
Readiness standards

With appreciation for your achievement, which
helps you and the Navy be fit today for
tomorrow's challenges

Date

Commanding Officer

FORGE THE FUTURE

APPENDIX F

From: Commanding Officer

To:

Subj: OUTSTANDING PHYSICAL READINESS ACHIEVEMENT

1. Your "Outstanding" performance on the Navy Physical Readiness Test deserves special recognition. This accomplishment demonstrates your commitment to the objectives of the Navy Health and Physical Readiness Program. You are a strong, visible leader for an essential program.

2. I extend my personal congratulations on this noteworthy achievement and have every confidence that you will continue to excel.

From: Commanding Officer

To:

Subj: RECOGNITION OF SIGNIFICANT IMPROVEMENT ON THE PHYSICAL READINESS TEST

1. Your recent performance on the Navy Physical Readiness Test has demonstrated your ability to meet with Navy Physical Readiness Standards. You have obviously worked hard toward achieving a goal of improved health and physical readiness. I strongly encourage you to continue working toward a lifestyle of regular exercise and good nutritional eating habits.

2. I extend my personal congratulations and am confident that you will continue to improve in the Health and Physical Readiness Program.

From: Commanding Officer

To:

Subj: RECOGNITION OF SIGNIFICANT IMPROVEMENT IN MEETING NAVY BODY FAT COMPOSITION STANDARDS

1. Your diligence and self-improvement has resulted in you meeting with Navy standards for body fat composition. This noteworthy achievement has required personal commitment. You have worked toward achieving a goal of improved health and physical readiness. I encourage you to continue with this program and maintain a lifestyle of exercise and good nutritional eating habits.

2. I extend my personal congratulations and have every confidence that you will continue to improve.

From: Commanding Officer

To:

Subj: OUTSTANDING PERSONAL ACHIEVEMENT

1. Your outstanding commitment to improving your own health and fitness deserves special recognition. You have worked hard in achieving improved health and physical readiness. I encourage you to continue your healthier lifestyle as it helps you to be fit today for tomorrow's challenges.

2. I extend my personal congratulations on this noteworthy achievement and have every confidence that you will continue to improve.

APPENDIX G

ROUTINE ZYUW RUENAAA0395 0241530
R 241433Z JAN 90 ZEX ZYB
FM CNO WASHINGTON DC//01//

UNCLAS //N01611//
NAVOP 009/90
SUBJ: PHYSICAL READINESS REPORTING IN FITNESS REPORTS
A. NAVMILPERSCOMINST 1611.1
B. NAVMILPERSCOMINST 1616.1A
1. THE PURPOSE OF THIS NAVOP IS TO STANDARDIZE THE REPORTING OF PHYSICAL READINESS INFORMATION IN OFFICER FITNESS REPORTS AND ENLISTED EVALUATIONS. THIS NAVOP IS AN INTERIM CHANGE TO REFS A AND B.
2. IN ALL REGULAR AND CONCURRENT/REGULAR FITNESS REPORTS WITH AN ENDING DATE OF 1 FEBRUARY 1990 OR LATER. ENTER PHYSICAL READINESS TEST AND BODY FAT DATA IN PREVIOUSLY UNUSED BLOCK 73. TYPE THE ENTRY TO THE RIGHT OF THE NUMBER 73. DO NOT TYPE A BLOCK LABEL. USE THE FOLLOWING TABLE FOR CODED ENTRIES:

CATEGORY	CODED ENTRY	EXAMPLE
PASSED MOST RECENT PRT	P/PERCENT BODY FAT	P/16
PASSED PRT BUT MEASURED OVERFAT LAST THREE OR MORE CONSECUTIVE TESTS	R/PERCENT BODY FAT	R/33
CATEGORY	CODED ENTRY	EXAMPLE
FAILED MOST RECENT PRT OR FAILED TO PARTICIPATE WHEN REQUIRED	F/PERCENT BODY FAT	F/25
FAILED PRT LAST THREE OR MORE CONSECUTIVE TESTS	G/PERCENT BODY FAT	G/20
NOT ALLOWED TO TAKE PRT, MEDICALLY DIAGNOSED OBESE LAST THREE OR MORE CONSECUTIVE TESTS	B/PERCENT BODY FAT C/PERCENT BODY FAT	B/38 C/27
MEDICALLY WAIVED FROM ENTIRE PRT	M/PERCENT BODY FAT	M/20
MEDICALLY WAIVED FROM ENTIRE PRT AND UNABLE TO MEASURE BODY FAT DUE TO MEDICAL CONDITIONS (INCLUDES PREGNANCY)	M/00	M/00
ON ACTIVE DUTY LESS THAN 20 WEEKS AND NOT TESTED; OR PENDING MEDICAL CLEARANCE	NOB	NOB

3. BLOCK 73 WILL BE CONSIDERED ADVERSE IF IT CONTAINS PHYSICAL READINESS CODES R, F, G, B, OR C. AMPLIFY IN BLOCK 88 AND REFER THE REPORT TO THE OFFICER FOR A STATEMENT. NOTE PROGRESS TOWARD SATISFACTORY PERFORMANCE.
4. FOR ENLISTED EVALUATIONS, THE TABLE IN PARA 2 ABOVE REPLACES THE TABLE IN PARA 3-I-12 OF REF B. CHANGES ARE INTENDED TO CLARIFY THE CATEGORY DESCRIPTIONS AND DO NOT AFFECT THE CODED ENTRIES.
5. FILE THIS NAVOP WITH REFS A AND B PENDING FORTHCOMING REVISIONS. BT

ROUTINE ZYUW RUENAAA6542 1731403
R 221342Z JUN 90 ZEX ZYB
FM CNO WASHINGTON DC//00//
TO NAVOP

UNCLAS //N06110//
NAVOP 064/90
SUBJ: PHYSICAL READINESS PROGRAM
MSGID/GENADMIN/OP-15//
REF/A/DOC/CNO/18JAN90//
REF/B/DOC/CNMPC/26MAR90//
REF/C/DOC/CNMPC/10MAY83//
NARR/REFS A (OPNAVINST 6110.1D), B (NAVMILPERSCOMINST 1611.1A) AND C (NAVMILPERSCOMINST 1616.1A) PROVIDE CURRENT PHYSICAL READINESS PROGRAM GUIDANCE AND REPORTING PROCEDURES FOR OFFICERS AND ENLISTED MEMBERS.//
RMKS/1. EFFECTIVE IMMEDIATELY, THE PHYSICAL READINESS TEST (PRT) IS OPTIONAL FOR THOSE AGE 50 AND OLDER. THE REQUIREMENTS TO MAINTAIN BODY FAT STANDARDS REMAINS FOR ALL PERSONNEL REGARDLESS OF AGE SINCE A PROGRAM OF REGULAR EXERCISE CONTRIBUTES TO READINESS THROUGH BODY FAT MANAGEMENT AND PHYSICAL FITNESS. ALL PERSONNEL, ESPECIALLY OUR SENIOR MEMBERS, SHOULD CONTINUE TO DEMONSTRATE LEADERSHIP BY EXAMPLE AND LIVE HEALTHY AND ACTIVE LIFESTYLES.
2. THIS IS AN INTERIM CHANGE TO REFS A, B, AND C. FOR MEMBERS 50 YEARS OF AGE AND OLDER, USE THE LETTER E FOLLOWED BY PERCENT BODY FAT AS MEASURED IN ACCORDANCE WITH REF A ON FITNESS REPORTS (BLOCK 73) AND ENLISTED EVALUATIONS (BLOCK 20). MAKE PEN AND INK CHANGES TO:

A. REF B, ENCL (1), SECTION 2-12, BLOCK 73 (PAGES 2-16/17)
B. REF C, ENCL (1), SECTION 3-1-12

CATEGORY	CODED ENTRY	EXAMPLE
AGE 50 AND OLDER	E/PERCENT BODY FAT	E/20

3. A COPY OF THIS MESSAGE SHOULD BE FILED WITH REFS A, B, AND C.//
BT

APPENDIX H

FORGE THE FUTURE

Fit Today for Tomorrow's Challenges

FOR THOSE MEMBERS WHO FAIL THE PRT OR FAIL TO PARTICIPATE IN THE PRT:

Date Member's Name

_____: I, _____, USN/USNR, have been advised that I failed to meet the Physical Readiness Standards of OPNAVINST 6110.1D due to failing the official PRT/failing to participate in the official PRT. I will be enrolled in the command's Physical Conditioning Program. I am aware of the administrative and statutory actions for members who fail the official PRT/fail to participate in the official PRT, which are: to not be eligible for frocking and to have an EVAL/FITREP entry made. If I fail the official PRT/fail to participate in the official PRT three consecutive times, I understand: I will not be recommended for advancement/promotion/commissioning; any pending advancement/promotion/commissioning will be delayed, which will delay the effective date of advancement/date of rank for pay purposes; I will not be eligible for reenlistment/retention/redesignation; I will have an EVAL/FITREP entry made; I will not normally be eligible for PCS/TEMDU orders; If I am obese after the third consecutive official PRT, I also understand that I may be separated from the Naval Service.

_____

Member's Signature Date

FORGE THE FUTURE

Fit Today for Tomorrow's Challenges

FOR THOSE MEMBERS WHO ARE IN THE OVERFAT CATEGORY:

Date Member's Name

_____: I, _____, USN/USNR, have been advised that I failed to meet the Physical Readiness Standards of OPNAVINST 6110.1D due to being overfat. I will be enrolled in the command's Physical Conditioning Program. I am aware of the administrative and statutory action for members who are overfat, which is to not be eligible for frocking. If I am overfat the third consecutive official PRT, I also understand: I will not be recommended for advancement/promotion/commissioning; any pending advancement/promotion/commissioning will be delayed, which will delay the effective date of advancement/date of rank for pay purposed; and I will have an EVAL/FITREP entry made.

_____

Member's Signature Date

FORGE THE FUTURE

Fit Today for Tomorrow's Challenges

FOR THOSE MEMBERS WHO ARE DIAGNOSED AS OBESE:

Date Member's Name

_____: I, _____, USN/USNR, have been advised that I failed to meet the Physical Readiness Standards of OPNAVINST 6110.1D due to obesity. I have been examined by an authorized medical department representative and have no medical conditions that preclude me from meeting prescribed standards. I will be enrolled in the command's Physical Conditioning Program. I am aware of the administrative and statutory actions for members who are diagnosed obese, which are: to not be recommended for advancement/promotion/ commissioning; any pending advancement/promotion/commissioning will be delayed, which will delay the effective date of advancement/date of rank for pay purposes; to not be eligible for frocking nor be eligible for reenlistment/retention/redesignation; to have an EVAL/FITREP entry made, and that I will not normally be eligible for PCS/TEMDU orders. If I am obese after the third consecutive official PRT, I also understand that I may be separated from the Naval Service.

_____

Member's Signature Date

APPENDIX I

ROUTINE ZYUW RHW1SG80990 2120100
R Z JUL 90 ZYB
FM //04//
TO COMNAVMILPERSCOM WASHINGTON DC//24//
INFO

UNCLAS //N06110
SUBJ: PHYSICAL READINESS PROGRAM OBESE DESIGNATIONS
MSGID/GENADMIN/
REF/A/DOC/OPNAV/18JAN90//
NARR/REF A IS OPNAVINST 6110.1D//
RMKS/1. FOL PERS HAVE BEEN MEDICALLY DIAGNOSED AS OBESE:

NAME	RATE	SSN	WT	NECK	WST	HT	BF	HIP
	AQC	- -	229	16.5	43.5	71	30	
	AMH1	- -	258	17.5	43	73.5	27	
	PR1	- -	215	14	44.5	73.5	29	
	AMS2	- -	223	17.5	41.5	69	27	
	AZ2	- -	215	16.5	41.5	70	29	
	YN2	- -	182	13.5	34	67.5	38	44
	AN	- -	155	14	37.5	62	44	43.5
	BM	- -	221	16.5	42.5	69	30	
	AN	- -	154	14	33.5	64	36	41.5

2. COMMAND DESIRES TO RETAIN MEMBERS. RECOMMEND CONTINUED PARTICIPATION IN COMMAND DIRECTED PHYSICAL CONDITIONING PROGRAM IN ORDER TO MEET THE NAVY'S PERCENT BODY FAT STANDARDS.// BT

CNMPC WASH DC 5
ACTION NMPAC24(1) (U,P,F)
INFO NMPC4(2) NMPC2 (1) TFK CK-USN (1)